

# TERMS & CONDITIONS

## DELEGATE

JANUARY 2019

1. The Australian Centre for Geomechanics, The University of Western Australia, will hereafter be referred to as the 'Organiser'.
2. Delegate terms and conditions apply to the following attendees:
  - i. Those that registered to attend through the Registration Form, both printed and online; and
  - ii. Those nominated to attend by Sponsor/Exhibitor companies as part of their Sponsor/Exhibitor package.
3. **Fees:** Delegate fees are as stated in the delegate registration form and the event website. The fees do not include travel insurance or bank fees of any kind that may arise. Delegate agrees to ensure that full payment is made by the date specified on the registration form. To be eligible for student fees, evidence of full-time study must be provided.
4. Delegate shall be responsible for obtaining any required visas. The Organiser can provide a letter of invitation, should the delegate require one, on the following conditions:
  - i. Delegate to provide copy of details page of the passport they will be travelling with; and
  - ii. All registration fees must have been paid.
5. **Substitution:** Delegate substitutions will be accepted at anytime. Any changes to attendance must be made in writing to the Organiser.
6. **Cancellation of registration:** Delegate may request cancellation in writing to the Organiser. Refund of fees will apply as follows:
  - i. Up to 8 days prior to commencement date = **Full refund, however, delegate will be charged an administrative fee of AUD150**
  - ii. 7 days or less prior to commencement date = **No refund**
  - iii. Non-attendance = **No refund**

The Organiser reserves the right to cancel the event, and accordingly be released from their event supply obligations in accordance with these terms and conditions, if there are insufficient registrations or when circumstances beyond the Organiser's control occur which then necessitate cancellation. If the event is cancelled, the Organiser will make every effort to contact delegates. The Organiser's liability is limited to the registration fee only.

7. **Event changes:** The Organiser reserves the right to make changes to the event. This includes, but is not limited to, changes to the venue, event dates, timing, and content of the event schedule and/or presentation and speakers.
8. **Insurance:** It is strongly recommended that delegates take out an insurance policy at the time of registration and travel booking. It is suggested that the policy includes:
  - i. Loss of fees through cancellation of participation in the event;
  - ii. Loss of international/domestic airfares through cancellation for any reason;
  - iii. Medical expenses including sickness and accident cover;
  - iv. Loss or damage to personal property; and
  - v. Additional expenses, should travel arrangements be altered.

9. **Privacy:** All information obtained by the Organiser will be dealt with in accordance with the Privacy Policy which can be found at [www.acg.uwa.edu.au/disclaimer](http://www.acg.uwa.edu.au/disclaimer)

For further information regarding Sponsorship/Exhibition, please do not hesitate to contact the Organiser at

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