



TERMS AND CONDITIONS

In registering to attend this event, the delegate acknowledges and agrees to the terms and conditions as outlined below.

Privacy Policy:

Unless permission has been granted, the University of Queensland and Anagram Events will use the information collected solely for the following purpose, namely:

- Notification of special dietary requests to the event caterers
- Registration for the APES-IES 2018 conference
- Invoicing of the APES-IES 2018 registration fees
- Communication of successful event registration and event updates
- Advising delegate details to an accommodation provider for the purpose of securing room bookings
- Advising attendees of future relevant events

Conference Cancellation and Refunds:

- A full refund, less a \$20 (ex GST) administration fee, will be given for all cancellations received prior to **Tuesday 24 July 2018**.
- For cancellations received **between Wednesday 25th July 2018 and Friday 24th August 2018**, 50% of the registration fee will be refunded.
- No refunds will be given for cancellations received after **Friday 24th August**, however you may nominate a substitute in your place. Please note: if sending a substitute \$5.00 (ex GST) administration will apply.
- Refunds or credits will not be given for failure to attend, late arrival or early departure.

Accommodation Cancellations:

Accommodation refunds are at the discretion of each individual accommodation provider, however cancellations made less than 30 days prior to your arrival or failure to arrive may incur a charge equivalent to the full duration of the stay.

Insurance:

Registration fees do not include insurance of any kind. It is strongly recommended that participants take out their own general travel insurance. It is suggested that the insurance policy should cover loss of fees/deposit, airfares, accommodation charges, medical expenses, loss or damage to personal property and repatriation expenses. The organisers do not take responsibility for any delegate failing to insure.