

Terms and Conditions – 2022 CAUTHE Hybrid Conference

These terms and conditions (“T&Cs”) form part of your face-to-face or online registration for the CAUTHE 2022 Hybrid Conference. By completing and submitting your registration and ticking the relevant box as part of the registration process, you agree to be bound by these T&Cs.

REGISTRATION

Registration Fee: You agree to pay the registration fee (“Registration Fee”) in accordance with these T&Cs. The Registration Fee, unless otherwise stated, is inclusive of GST.

Early bird registration: To qualify for early bird registration, the attendee must be registered by the nominated early bird registration date (listed on the conference website). Attendees not registered by this deadline will register and pay the standard conference rates.

COVID-safe measures: As a condition of attendance, face-to-face delegates must agree to adhere to all COVID-safe measures put in place by the CAUTHE 2022 Hybrid Conference, the conference and social venues and the Queensland State Government and acknowledge that these procedures may be changed at any time in accordance with the latest health advice from the Australian Government, Queensland State Government and Griffith University.

Late registration: The CAUTHE 2022 Hybrid Conference organisers cannot guarantee that collateral will be available to late registering delegates (inside 7 days before the conference). In addition, there is a risk that social program functions may be fully subscribed.

Payments: Payments will be received by credit card when submitting a registration or an invoice can be generated, which must be paid within 30 days of the registration date. If payment is not received within this timeframe, the registration will lapse.

CANCELLATION CONDITIONS

Change of registration: The health and safety of our delegates, sponsors and exhibitors is paramount. In the event of travel bans, border closures, restrictions on large gatherings, quarantine restrictions or other impacts due to the COVID-19 pandemic or other conditions, the conference will move from a hybrid event to an online conference. By registering to attend, you accept that the mode of conference delivery may change under these conditions. If moved to an online only event, we will refund the difference in the Registration Fee between face-to-face and online rates. In the case that the delegate does not wish to attend the conference online, no full refunds will be given, only the difference in the Registration Fee will be refunded.

The difference between the face-to-face Registration fee and the online Registration fee will be refunded if advised via email by 6th February 2022.

Cancellations: Cancellations received in writing by 15th January 2022 will be accepted and all fees refunded less an administrative fee of AUD100. Cancellations received after this date cannot be accepted and will not be refunded (in part or full).

Transfer of registration: Transfer of your registration to another person within your organisation is acceptable. The full name and details of the person that will replace you must be advised in writing to the conference organisers prior to the conference.

Non-attendance: No refunds will be made for non-attendance at the CAUTHE 2022 Hybrid Conference.

Liability: It may be necessary for reasons beyond the control of the CAUTHE 2022 Hybrid Conference to alter the times, dates, itineraries or speakers of the conference by notice to you at any time. In the unlikely event of cancellation of the conference, the maximum liability of CAUTHE 2022 Hybrid Conference is the refund of the conference Registration Fee (as detailed above) with no

additional liability for travel costs, hotel costs, or any other costs or expenses whatsoever. In the unlikely event of cancellation or postponement of the conference due to circumstances beyond the reasonable control of the CAUTHE 2022 Hybrid Conference including but not limited to, acts of terrorism, war, acts of God and natural disaster or global health crisis, the CAUTHE 2022 Hybrid Conference cannot be held responsible for any cost, damage or expense which may be incurred by registrants as a consequence of the event being postponed or cancelled.

Processing time for bank refunds: Refunds (less applicable administrative fees), will be processed no later than 30 days from the conclusion of the CAUTHE 2022 Hybrid Conference. After this date, if no bank details have been received by the Conference Organisers, the refund will be forfeited.

ONLINE PLATFORM

All registered attendees' name, title organisation, and email address will be uploaded to the online platform. Attendees will receive login details direct from the platform. Attendees are responsible for the setup of their own attendee profile on the online platform for interaction with other attendees, sponsors and exhibitors (if applicable). Attendees are also responsible for any technical requirements to enable you to use the link to the platform provided by the CAUTHE 2022 Hybrid Conference. Attendees can update the profile and privacy settings at any time.

FACE-TO-FACE AND ONLINE BEHAVIOUR

You must always behave in a professional and appropriate manner at our event and must not engage in any behaviour contrary to this. This includes, but is not limited to, trying to exhibit without registering as an exhibitor or sponsor, marketing your business without registering as an exhibitor or sponsor, bad behaviour or protest.

During the course of the CAUTHE 2022 Hybrid Conference you may not: (i) perform any activity or cause or permit anything that is reasonably likely to be disruptive or dangerous to CAUTHE and Griffith University, any exhibitor, sponsor, or any other delegates or attendees; or (ii) conduct or pursue any illegal or offensive activities.

Unless you have registered as a sponsor or exhibitor, you may not sell or display any goods or services or distribute any materials at the CAUTHE 2022 Hybrid Conference.

We reserve the right to deny access, or require a person already admitted, to leave the CAUTHE 2022 Hybrid Conference without refund, liability, or compensation should the attendance of such individual be determined illegal, disruptive, inappropriate or potentially a legal or reputational liability, or inconsistent with these T&Cs. Furthermore, we reserve the right to require an individual to leave the CAUTHE 2022 Hybrid Conference at any time for any reason or no reason, in our sole and absolute discretion.

PROGRAM CHANGES

We will use reasonable endeavours to avoid changes in the advertised CAUTHE 2022 Hybrid Conference program. However, from time to time amendments may be required, for example as a result of changes to speakers' circumstances. It is your responsibility to check the status of the CAUTHE 2022 Hybrid Conference program.

DATA PROTECTION

We will process the personal data you provide in your registration in accordance with the privacy plans and policies of Griffith University (<https://www.griffith.edu.au/about-griffith/corporate-governance/plans-publications/griffith-university-privacy-plan>) and the CAUTHE Privacy Policy (<https://cauthe.org/privacy/>).

You understand that by choosing to attend the CAUTHE 2022 Hybrid Conference, you have the option to provide exhibitors or sponsors with your personal data (as disclosed when registering). With your consent, your personal data will be transferred to an exhibitor or sponsor, who may be outside the 2022 Hybrid CAUTHE Conference and Griffith University, and they may contact you about their products or services. On disclosure of your personal data, the exhibitor or sponsor becomes the data controller of that personal data and is responsible for compliance with relevant data protection laws.

PHOTOGRAPHY AND SOCIAL MEDIA

If you choose 'yes' to the option to release your images in the registration form, you confirm that you have read and agree with the terms of CAUTHE's [social media policy](#).

You must adhere to and be guided by the key principles of CAUTHE's social media policy.