

## REGISTRATION

- Early bird registrations will be accepted until Sunday 27 November 2022, midnight AEST.
  - Should your registration remain unpaid after Friday 11 December 2022, your registration will be upgraded to the standard rate.
- As of Monday 28 November 2022, the standard registration rate applies for every new registration.

## PAYMENT CONDITIONS

### Payment conditions:

- All Registrations are invoiced in Australian Dollars (AUD) and include the Australian Goods and Service tax. (GST)
- Full payment of all items is requested when registering (by credit card or by bank transfer).
- Payment is due on receipt of invoice. If payment is not provided on time, your registration may be cancelled.
- From **Monday 26 December 2022** only payments by credit card will be accepted.

### Methods of payment:

- **Credit card:** only MasterCard and Visa are accepted. A payment processing fee of 2.95% applies to all credit card payments.
- **Bank transfer** – please make your payment to:  
  
MCI Australia Pty Ltd  
Bank: National Australia Bank  
BSB: 084 255  
SWIFT: NATAAU3302S  
Account name: MCI Australia Pty Ltd  
Account number: 59 650 0566  
ABN 76 108 781 988
  - Any bank fees associated with the transfer is the responsibility of the customer.
  - All payments are to be made in Australian Dollars (AUD)
  - Please indicate the participant's name and "IMiA 2023" on ALL payments.
- **Payment by personal cheque is not accepted**

### GST (Australian Goods & Service Tax):

Is a broad-based tax of 10% on most goods, services and other items sold or consumed in Australia. Legislated by the Australian Taxation office. Registration and ticket sales will incur GST and inclusive on advertised costs. Tax Invoices issued will indicate total GST payable.

## REGISTRATION/MODIFICATIONS/CANCELLATIONS CONDITIONS

### **Cancellation conditions:**

All delegate cancellations must be received in writing sent to MCI Australia [enquiry@imia.com.au](mailto:enquiry@imia.com.au).

For cancellations received on or before Monday 26 December 2022 will be refunded in full, less a 25% cancellation fee to cover administration costs.

No registration refunds will be made after this date.

### **Modification policy:**

Any modification requests must be received in writing sent to MCI Australia at [enquiry@imia.com.au](mailto:enquiry@imia.com.au).

MCI Australia are not liable for errors or incorrect details supplied at time of registration.

### **Transfer of registration:**

As an alternative to cancellation, paid registrations may be transferred to another, subject to written approval and an administration fee.

## COVID-19 AND OTHER TRANSMISSIBLE ILLNESSES – SAFETY

### **Relevant Persons must not attend the Event in certain circumstances:**

A Relevant Person must not attend the Event if he/she/they has been diagnosed as having a Transmissible Illness, or is feeling unwell with symptoms that may indicate infection with a Transmissible Illness.

### **On entry and while attending**

At entry to and while attending the Event, you must ensure and procure that each Relevant Person:

- (a) complies with all applicable laws and health directives concerning Transmissible Illness.
- (b) complies with all directions given by Our staff or staff of a Venue operator, and with all protocols and procedures notified to You for safety in connection with Transmissible Illness; and
- (c) reports to Event staff any symptoms of Transmissible Illness and follows all reasonable directions given by Event staff. If requested to leave the Venue, he/she must comply with that request.

## TRAVEL & ACCOMMODATION

### **Accommodation cancellation:**

Please refer to the individual cancellation policy of the hotel to ensure you are aware of cancellation penalties that may be applicable at your chosen hotel.

MCI Australia is not liable or responsible for an fees or charges applied by a third-party supplier or accommodation agent related to or from or for the duration of booking period related to IMiA 2023.

### **Force majeure:**

MCI and the venue are not responsible for either the partial or total non-execution of the contract in the event of accident, an act caused by a third party, such as Acts of God including, without limitation, credible threats of natural disaster in the geographic vicinity of the hotel, war, curtailment or interruption of

transportation facilities, threats or acts of terrorism or similar acts, governmental travel advisory, a governmental elevation of the terrorism alert level, civil disturbance, the issue of a Travel Warning by the World Health Organization or any other cause comparable events or disaster beyond the parties' control which prevents the venue from accommodating the clients of MCI for the event or if for the same reasons the event is cancelled by MCI.

### **Closure of a hotel:**

Should hotels close prior to the summit, MCI (event organisers) will not assist to seek any pre-payment made by a delegate direct to the hotel or offer alternative options to the delegate. As the contract is direct between the hotel and delegate, no guarantee can be provided by MCI to any compensation MCI will not be financially liable for any financial loss. At the time of booking a hotel, be aware of the individual Terms and Conditions of the Hotel you are entering into an agreement with.

### **Insurance and liability:**

It is recommended that participants obtain adequate cover for travel, health and accident insurance. MCI as organisers cannot accept responsibility for personal travel, injuries, or loss of, or damage to, private property belonging to the summit participants and accompanying persons. MCI Australia (Summit manager) do not take responsibility for attendees failing to insure.

### **Restrictions to travel:**

MCI recommends ensuring travel to the state of Melbourne Australia is permitted. In the event Domestic or International restrictions apply, MCI will not cover any expenses related to restrictions to travel to Melbourne, Australia during IMiA 2023.

### **Australian legislation to enter the country:**

Conditions to enter Australia are the responsibility of the individual traveller. All costs, requirements required by [Australian law](#) or any transit country are the responsibility of the individual traveller and registered delegate to facilitate and coordinate prior to country of departure.

## **PRIVACY & DATA COLLECTION**

### **Data privacy policy:**

For further information on how your data will be used, we invite you to carefully read the Data Protection and Privacy Policy: <https://www.mci-group.com/privacy-statement>

### **Privacy statement:**

The provided name and contact information, including electronic address, may be used by parties directly related to the event such as the organisers and approved stakeholders, for relevant purposes such as promotion, networking, and administration of this, and future events of this type. If you do not consent, please email [enquiry@imia.com.au](mailto:enquiry@imia.com.au). In addition, your name, organisation and country/state of origin may be published on the delegate list which may be provided to delegates, exhibitors and sponsors at the conference. If you do not wish your details to be included in this list, please contact [enquiry@imia.com.au](mailto:enquiry@imia.com.au).

### **Email communication:**

By providing your email address, you consent to be contacted by this method in relation to this event and future events of this type. Should you not wish your details to be used for any of the above purposes, please contact [enquiry@imia.com.au](mailto:enquiry@imia.com.au).

## PHOTOGRAPHY AND VIDEOGRAPHY

You may use handheld cameras and/or smart phones at the Event to take photographs and videos/films for personal, non-commercial use, provided the act of so doing is not disruptive, intrusive or in breach of any person's intellectual property, privacy rights, or other rights.

We may (or may engage contracted service providers to) photograph, take video, or "stream" and make sound recordings (each, a "Recording") to document and display the Event experience. We and the Host may edit and publish Recordings in any media as a record of the Event and for the promotion of the Host's an/or our future events

You irrevocably consent to the inclusion of images and sounds of You, each Relevant Person (picture and voice) and Your participation in the Event (including Your promotional materials) in Recordings.