

TERMS AND CONDITIONS – KE CREATIVE PTY LTD

DISCLAIMER: The details in this brochure are provided for information only and are expressly excluded from all and any legal document. To the best of the knowledge and information available to our clients and its representatives, the information contained online and in printed brochures are a true and accurate at the time of printing. KE Creative Events Pty Ltd reserves the right to make changes to topics and speakers without prior notice and disclaims, to the fullest extent permitted by law, all and any liability to any person, persons or organisation either directly or indirectly. KE Creative Events Pty Ltd reserves the right to cancel or reschedule events.

CONDITIONS/REFUND POLICY: Only registrations complete with payment details will be included in the official attendee list. KE Creative Events implements a 'no payment, no entry' policy. Registrations are only valid once payment has been received. Delegates who cancel in writing up to 21 days prior to the event date, will receive a refund less a 10% cancellation fee; thereafter, no refunds will be offered. Registration is valid for the named attendee only - transferring of registrations during the conference is prohibited and security personnel will be checking every registration on entry/exit to the venue. You can transfer registrations within your organisation or agency without penalty at least 7 days prior to event start. After this date name changes incur a \$50 administration charge.

PRIVACY DISCLOSURE: The collection of your personal information is governed by privacy laws. Your information is collected for the purposes of processing your registration or to respond to your request to receive information about conferences and events, and to market the products and services of these & our business associates. You may request to gain access to any of your personal information that we have collected. If you do not wish your provided email address to be used to provide you with information on upcoming events, please email: events@kenteraevents.com.au.

DELIVERY POLICY AND PAYMENTS: All payments made for conferences/events will be listed on your bank statement as KE Creative Events Pty Ltd. Once payment has been all customers will be sent an event confirmation letter via email as well as a tax invoice for payment. Our merchant facility is Australian-based and located in Australia.

TRAVEL AND HEALTH INSURANCE: It is strongly recommended that participants take out insurance to cover loss (including registration fees) incurred in case of cancellation, medical expenses and damage to or loss of personal effects. KE Creative Events Pty Ltd will not be responsible for any medical costs incurred by participants. KE Creative Events Pty Ltd, its clients and the Local Host Committee will not accept liability for personal injuries or for loss or damage to property belonging to conference delegates, either during or as a result of the Conference or during any tours.