

Australasian Road Safety Conference 2021 (ARSC2021) Registration Terms & Conditions

1. General

- 1.1. The Australasian College of Road Safety (“ACRS”) is the owner and organiser of the 2021 Australasian Road Safety Conference (“ARSC”), to be held in the period 28-30 September 2021. The 2020 ARSC was cancelled due to the COVID Pandemic. In organising the ARSC2021 the ACRS has endeavoured to address issues still remaining in relation to the COVID Pandemic. Accordingly, these Terms and Conditions reflect the ACRS’s approach to minimising risk and facilitating a successful ARSC2021.
- 1.2. Premier Events Concepts (“PEC”) has been contracted by ACRS to assist with the organisation of the ARSC2021.
- 1.3. ARSC2021 is being planned as a hybrid event including an in-person component and a virtual component where delegates can view proceedings external to the ARSC2021 Venue.
- 1.4. References to “delegate” in this document refer to all classes of delegate registrations including; members, non-members, students, low- and middle- income countries (LMIC), additional sponsor/exhibitor, complimentary and day registrations.
- 1.5. References to COVID include all coronavirus variants known and unknown.
- 1.6. All amounts are in Australian dollars (\$AUS) and include GST, unless indicated otherwise. The conference will accept payments via Electronic Funds Transfers, Credit Cards (MasterCard, Visa and AMEX) and Cheques.
- 1.7. Please note that all credit card payments will attract a transaction fee. The fees are 2.8% for Visa and MasterCard transactions and 3% for American Express. Debits to your credit card will appear as ‘Premier Event Concepts’ on your statement.
- 1.8. ACRS reserves the right to modify these Terms and Conditions at any time without limitation.
- 1.9. ACRS reserves the right to, at its sole discretion, restrict participation in the ARSC2021 and related events/activities.

2. Registration

- 2.1. The earlybird registration date deadline will be stated on the ARSC2021 website (<https://australasianroadsafetyconference.com.au>). Payment of earlybird registration fees are required by the advertised deadline to qualify for that rate. After the earlybird date deadline, all unpaid earlybird registrations will automatically roll over to the regular rate and delegates will be charged at the regular rate.
- 2.2. Payment for registration and related functions must be paid in full prior to the commencement of the conference. If full payment is not received, admission to the conference may be refused and there will be no access to the virtual platform and associated content.
- 2.3. No refund will be provided for a registered and paid up delegate for non-attendance at the Conference.
- 2.4. Delegates may not share a registration without prior written approval from the ACRS.
- 2.5. Refunds, where eligible, will be processed no later than 30 days after the conclusion of the conference.
- 2.6. If circumstances arise, as determined solely by the ACRS, that necessitate that the conference must be held virtually only, delegates who have registered for the in-person conference will be automatically switched to the virtual conference and receive a refund for the difference, based on the fee applicable at the date of the original registration (early bird/regular).

3. Registration Cancellations /Amendments

- 3.1. Cancellation requests must be sent via email (shanna@premiereventconcepts.com.au).
- 3.2. Cancellation requests received:
 - a. up to 30 days prior to the event will receive a full refund less an administrative charge of \$110.
 - b. less than 30 days and up to 14 days prior to the event will receive a 50% refund.
 - c. less than 14 days prior to the event are not entitled to a refund.
- 3.3. Registration amendments (in-person registration transferring to a virtual registration) received:
 - a. Up to 14 days prior to the event will have any differences in fees refunded. The fee applicable at the date of the original registration will be honoured (earlybird/regular).
 - b. Less than 14 days prior to the event are not entitled to a refund. Refer to Clause 3.4 for COVID related travel restrictions.
- 3.4. In the event that travel restrictions are imposed, within 14 days of the commencement of the ARSC2021, by any government, local, federal or international that prohibit or limit in-person attendance at ARSC2021, registration will be transferred to virtual and the difference in fees refunded.
- 3.5. If tickets are available, capacity of the venue can be limited because of COVID, a virtual registration can be transferred to an in-person registration with any difference in fees to be paid prior to the event. The fee applicable at the date of the original registration will be honoured (earlybird/regular).
- 3.6. Cancelling registration does not automatically cancel hotel and travel arrangements, even if they were booked through the online registration process. For delegates who have accommodation booked through PEC, refer to Section 6.
- 3.7. Until the event start date, substitute delegates may be nominated to attend at no additional cost. Transfers must be advised by email (shanna@premiereventconcepts.com.au) with details of the replacement person including name, title, phone number and email address.

4. Virtual Platform

- 4.1. Delegates will be provided access to recordings of any sessions that ACRS has received permission to record, via the virtual platform.
- 4.2. The virtual platform may include technology that monitors activities throughout the conference, such as session attendance and virtual booths visited.

5. COVID Pandemic

- 5.1. All delegates, staff, exhibitors and speakers are required to comply with government, MCEC and ARSC2021 COVID-Safe arrangements.
- 5.2. Some COVID information will be available on the ARSC2021 website (<https://australasianroadsafetyconference.com.au>), but delegates will be responsible for sourcing their own COVID information and taking appropriate action.
- 5.3. All delegates are required to provide accurate contact information when registering to attend the conference for contract tracing. It is the delegate's responsibility to provide updated information as required.
- 5.4. Refer to Registration Cancellations (Section 3) for information on the College's flexible cancellations/amendments for COVID related border and social distancing restrictions.

5.5. ACRS and MCEC reserve the right to update and alter COVID-Safe arrangements at any time based on expert advice.

6. Accommodation

6.1. PEC are responsible for the accommodation negotiation and booking process for hotels booked through the ARSC2021 registration portal. For any issues regarding this process contact PEC via email (shanna@premiereventconcepts.com.au).

6.2. Bookings for arrivals and departures outside of the conference dates will be subject to availability and may not be offered at special conference rates (at the hotel's discretion).

6.3. All accommodation is subject to availability. Rates are listed as room only, unless otherwise specified.

6.4. Confirmation from PEC will be sent to the email address provided within 24 hours of receiving booking.

6.5. A one night deposit, per room and a credit card guarantee is required during ARSC2021 registration to confirm accommodation bookings. The nominated credit card will be used in the event of a no-show, cancellation less than 30 days prior to arrival and for balance payments.

6.6. The balance owing is payable directly to the hotel either at check-out or up to 30 days prior to arrival (at the hotel's discretion).

6.7. In case of cancellation the following will be deducted from the credit card provided at registration:

- a. for Crowne Plaza Melbourne, Novotel Melbourne Southbank and Pan Pacific Melbourne:
 - i. cancellation (or no-show) of booking 30 days or less prior to arrival will attract a cancellation fee equivalent to 100% of entire stay.
- b. for Shadow Play by Peppers, Mantra Southbank Melbourne, Crown Metropol Melbourne, Crown Promenade Melbourne, Quality Hotel Batman's Hill on Collins:
 - i. cancellation of booking between 30 days and one day prior to arrival will attract a cancellation fee equivalent to one night.
 - ii. cancellation (or no-show) of booking less than 1 day prior to arrival will attract a cancellation fee equivalent to 100% of entire stay.

7. PRIVACY POLICY

7.1. In accordance with the requirements of the Australian Privacy Act 1988, ACRS and PEC comply with such legislation which is designed to protect the rights of the individual to privacy of their information.

7.2. All information collected with respect to registration for ARSC2021 will be used for the purposes of planning, conduct of the event or communication regarding future events and ACRS activities. These details may be made available to parties directly related to the conference including but not limited to ACRS, PEC, venues, accommodation and travel providers (for the purposes of room/travel bookings etc.), sponsors and other related parties as deemed necessary.

7.3. When registering, delegates will be offered the option to receive periodic communications from ACRS and its sponsors.

7.4. Registration, attendance at or participation in ARSC2021 constitutes an agreement by the registrant to the use and distribution (both now and in the future) of the delegate's image or voice in recordings, both live and on-demand, photographs, videotapes, electronic reproductions and audiotapes of such events and activities by ARSC2021 and other third parties, including but not limited to the sponsors.

- 7.5. It is also usual practice to produce a 'Delegate List' of attendees at the conference and to include the individual's contact details in such a list. This list is provided to delegates, sponsors and exhibitors. There is an 'opt out' option on the registration form.
- 7.6. It is the delegates responsibility to ensure that all information provided to PEC is accurate and kept up to date. Requests to access, update your information or to opt out from providing your information (apart from those required under the COVID-Safe plan) should be submitted via email (shanna@premiereventconcepts.com.au).
- 7.7. Any decision by the registrant to share personal information with any sponsor/exhibitor is the sole responsibility of the registrant. ACRS is not responsible for information provided by registrants to sponsors/exhibitors either at the Conference or through the virtual platform nor is ACRS liable for any use by sponsors/exhibitors of such information.

8. Liability / Insurance

- 8.1. In the event of industrial disruptions, natural disasters and/or COVID rules and requirements, ACRS (including staff and volunteers) and PEC cannot accept responsibility for any financial or other losses incurred by the delegates.
- 8.2. The ACRS (including staff and volunteers) and PEC take no responsibility for injury, infection or damage to persons or property occurring during the conference.
- 8.3. All insurance, including medical cover, for expenses incurred in the event of the cancellation of the conference is the individual delegate's responsibility.
- 8.4. ACRS are not responsible if delegates are travelling from outside Australia and travel documents (passport/visa approval) and/or mandatory quarantine are not received/completed on time. Travel arrangements and associated funding are the sole responsibility of the delegate.
- 8.5. Delegates may have the opportunity to participate in a number of contests, raffles and other games (collectively, "games") for various prizes. Delegates are bound by all decisions from the judges of such games. Prizes cannot be substituted or exchanged for cash. All other costs and expenses related to the prize are the delegates sole responsibility, including but not limited to taxes and insurance.
- 8.6. Delegates assume all liability for and waive and release any and all rights, demands, losses, liabilities, claims and causes of action whatsoever which may now or later be entitled to assert against ACRS and its affiliates. This release covers claims for death, injury, or other harm or loss of any nature whatsoever caused by, contributed to, or arising out of your attendance at ARSC2021, including participation in any activities at booths, any games in which you choose to participate, and any prizes you may win in connection with the conference.
- 8.7. ACRS will not be in breach of these Terms and Conditions for any failure to provide the ARSC2021 that is caused by or arises from any event or circumstances beyond the College's reasonable control, including any acts of God, severe storm, flood, fire, earthquake or other natural occurrences, war, terrorism, civil commotion and riots, strikes and industrial action, epidemic, pandemic or public health emergency, or any resulting governmental action including work stoppages, mandatory business, service or workplace closures, full or partial lockdowns of affected areas, quarantines, border closures and travel restrictions or acts or omissions of governments and regulatory authorities (Force Majeure Event). If ARSC2021 is delayed or prevented by a Force Majeure Event, ACRS will notify delegates of the nature, extent, affect and likely duration of the circumstances constituting the Force Majeure Event as soon as reasonably practicable.
- 8.8. It may be necessary, for reasons beyond the control of the College, to: a) alter the times, dates, itinerary, speakers, location or timing, b) postpone the event or any part of

the event or c) cancel the event or any part of the event. In the event of cancellation or postponement of the Conference, the maximum liability of the ACRS is limited to a refund of the ARSC2021 registration fee with no additional liability for travel costs, hotel costs, or any other costs or expenses whatsoever.

By registering for this conference, and ticking the below box, you accept these terms and conditions.