



**Early Childhood Australia**  
A voice for young children



## **2017 Live Wires Forum Terms and Conditions**

All participants are required to officially register to attend the 2017 Live Wires Forum.

### **Registration terms and conditions**

When registering to attend the event, you accept the following registration terms:

#### **Accommodation**

InHouse Event Solutions has been appointed as the official accommodation booking agent for the 2017 Live Wires Forum. Payment for accommodation is separate to the conference payment. Please contact InHouse Event Solutions if you have any accommodation payment queries.

#### **Cancellations and refunds**

Registration cancellations will not be accepted unless made in writing to the event organiser. If the notification is not received by the events office, the cancellation is deemed to have been not notified.

Cancellations made more than thirty (30) days prior to the event date will be refunded less 15% of the registration fee to cover administration costs. No registration refunds will be made after this date; however you may nominate a replacement delegate at no charge. The same conditions apply to tickets purchased for social events. Should your tickets be purchased within the 30 day period before the forum, no cancellations will be accommodated.

Refunds of accommodation deposits are at the discretion of the accommodation venue. No refunds whatsoever are available in the event a delegate registers but fails to attend the event.

#### **Delegate details**

By registering for the Live Wires Forum you are hereby giving Early Childhood Australia (ECA) permission to photograph you, for use in our publications, website and any other promotional material associated with ECA events. If you do not consent to your photograph/s being used, please contact the event organiser in writing on [events@earlychildhood.org.au](mailto:events@earlychildhood.org.au).

#### **General**

All details contained in the brochure and on the event website are subject to change without notice.

#### **Loss and injury**

All event participants are advised to affect their own insurance to cover all risks including (but not limited to) costs of travel, accommodation, conference fees, personal property, health and medical



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expenses, injury, death and all other risks. The event, host organisation and organisers will not be held liable for any claims under any circumstances.

### **Payment of fees**

All registration fees are payable in advance of the event and entry to the event may be denied in the event registration fees (or a portion thereof) are unpaid prior to commencement of the conference.

Online registration is the preferred method of registration. Credit card payment (Visa or MasterCard) and PayPal is accepted via our secure network (a 1.96% surcharge applies). EFT payments are also available via the online process. Please note this facility will only be open until Wednesday 15 November 2017. Registrations after 15 November 2017 require full payment.

### **Program changes**

ECA reserves the right to make changes to the program, including presenters and sessions where necessary.

In the unlikely event that a presenter withdraws or cannot travel, ECA reserve the right to make the appropriate decision in the best interest of the event – this may include not offering refunds, changes to the program and cancelling sessions.

### **Registration**

Sharing of registrations is not permitted. One registration may not be utilised by multiple individuals. It is a two (2) day event and we strongly encourage delegates to attend both days to make the most of the forum.

### **Visas and quarantine**

Delegates travelling from overseas may be required to obtain a visa before travelling to Australia. You should apply for your visa not less than two months prior to your departure. Failure to obtain a visa will not be accepted as grounds for refund of any fees or other costs paid to the conference. Australia has strict quarantine regulations that are enforced at all international airports and other points of entry into Australia.