

## **Terms and Conditions:**

All participants are required to officially register to attend the 2023 Early Childhood Australia Leadership Colloquia.

## Registration terms and conditions

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

#### Accommodation

InHouse Event Solutions has been appointed as the official accommodation booking agent for the 2023 ECA Leadership Colloquia. Payment for accommodation is separate to the colloquia 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 conference 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 \$75 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 Event, no cancellations will be accommodated. If you have COVID-19 in the 30 day prior to the event, you may nominate a replacement delegate at no charge.

Registrations are subject to capacity restraint which may increase or decrease depending on government restrictions.

Refunds of accommodation deposits are not included in the flexible conditions and are at the discretion of the accommodation venue. No refunds whatsoever are available in the event a delegate registers but fails to attend the conference.

### **Delegate details**

Sponsors may be given a list of all delegates (name and basic contact details only). Receipt of your registration form will signal your acceptance of inclusion on the delegate list.

By registering for the 2023 ECA Leadership Colloquia you 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 <a href="mailto:conference@earlychildhood.org.au">conference@earlychildhood.org.au</a>.

#### General

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

### Loss and injury

All conference participants are advised to effect their own insurance to cover all risks including (but not limited to) costs of travel, accommodation, conference fees, personal property, health and medical expenses, injury, death and all other risks. The conference, 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 conference and entry to the conference 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 and will incur a surcharge of 1.06%. EFT payments are also available via the online process.

# **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 conference - 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 several individuals.

### 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.

# **COVID-19 vaccination acknowledgment**

Delegates attending ECA events in-person acknowledge that proof of vaccination or a valid exemption against COVID-19 may be required by various parties including venues, transport and accommodation providers.