

# TERMS AND CONDITIONS



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**Behaviour:** CENTRE SUPPORT reserves the right to prohibit entry of any person to any event, or eject any person from any CENTRE SUPPORT event based on behaviour deemed inappropriate by CENTRE SUPPORT staff and/or its agents and others working under its authority. Canvassing by delegates is strictly prohibited at CENTRE SUPPORT events. Promotional materials may not be distributed at the event except by event sponsors and exhibitors. Delegates violating this policy will be asked to leave the event and no refund will be offered.

All cancellations must be advised in writing by email ([qldconference@centresupport.com.au](mailto:qldconference@centresupport.com.au)). Cancellations before 1 June 2014 will incur a \$250 processing charge. Cancellation on or after 1 June will only be accepted under exceptional circumstances. Substitution of delegates is possible within a service or an affiliated group of services with processing charge of \$50 per delegate.

**Workshop Selection:** In registering for this conference, it is understood that workshop session selection is a preference only used for planning purposes and does not guarantee a place in the session. Onsite, if a session reaches capacity you will be asked to attend an alternative session.

**Disclaimer:** CENTRE SUPPORT reserves the right to make changes to the program at any time as circumstances dictate. Every effort will be made to ensure a program of equivalent standard and value should unavoidable changes occur. Registration places are limited and will be allocated on a strictly 'first in' payment basis. In the event that space is unavailable you will be notified immediately.

**Image Release:** In registering for this conference, delegates grant permission to CENTRE SUPPORT, its agents and others working under its authority, to take and to have full and free use of video/photographs containing their image/likeness. It is understood these images may be used for promotional, news, on-line/multimedia, research and/or educational purposes by and for CENTRE SUPPORT. Delegates agree that they are not entitled to remuneration, residuals, royalties or any other payment from CENTRE SUPPORT in respect of their image/likeness or its use. Delegates release, discharge, and hold harmless, CENTRE SUPPORT and its agents from any and all claims, demands or causes of actions that they may hereafter have by reason of anything contained in the photographs or video. Should a delegate not agree to the above image release, they must advise the Conference Manager by email at [jenny@centresupport.com.au](mailto:jenny@centresupport.com.au)

**List of participants:** In registering for this conference, relevant details may be incorporated into a delegate list for the benefit of all delegates (name, organisation and state). Further details may be available to parties directly related to the conference including the conference registration managers, CENTRE SUPPORT, venues and accommodation providers (for the purpose of room bookings, special catering and physical requirements, name tag creation and conference options). Sponsors will be supplied with the full name, title, organisation, state and email addresses of those delegates who do not 'opt out'. Exhibitors will be supplied with the full name, title, organisation, and state details of those delegates who do not 'opt out'. Should you not wish for your details to be passed on for any of the above purposes, please advise the Conference Manager by email at [jenny@centresupport.com.au](mailto:jenny@centresupport.com.au)

**Privacy Notice:** CENTRE SUPPORT is concerned with the protection of your privacy. We support the privacy principles contained in the Privacy Act 1988 (Cth), as amended. CENTRE SUPPORT collects and stores your personal information for the purposes of providing education and training programs and ongoing seminar and conference opportunities. Here is how your data may be used:  
**Communication from CENTRE SUPPORT:** CENTRE SUPPORT may use your details to promote products and services in the form of email communications and/or other types of communication. Email [info@centresupport.com.au](mailto:info@centresupport.com.au) if you would prefer not to receive communications from CENTRE SUPPORT. For the purposes of the event: Your details will be provided to parties directly related to the conference including the conference registration manager, venues and accommodation providers for the purpose of room bookings, catering needs and other conference options. **Communication from 3rd parties:** Event sponsors and exhibitors may be provided with delegate details following the event. To 'opt out' please email [admin@centresupport.com.au](mailto:admin@centresupport.com.au)

**Registration:** All prices quoted are inclusive of GST. CENTRE SUPPORT member registration rates are not transferable to non-CENTRE SUPPORT members. By selecting a member registration rate, it is agreed that the registrant is a current financial member of CENTRE SUPPORT and that the registration is made in the CENTRE SUPPORT member's name only. Any breach of this may result in a cancellation of the conference registration and/or CENTRE SUPPORT membership.

To be eligible for the early bird discounted registration rate, registration and payment must be received by the cut-off date. Any registrations received by this date without payment will be invoiced for the full registration amount.

**Special Dietary/Physical Requirements:** Will not be catered for unless requested before the event registration closing date. Please indicate any special requirements on your registration form or email [qldconference@centresupport.com.au](mailto:qldconference@centresupport.com.au) with your specifications.