

REGISTRATION TERMS AND CONDITIONS

Registration

- Early bird registrations will be accepted until 31 August 2022, midnight AEST for ARA members only.
 - Should your registration remain unpaid until 14 September, registrations will be upgraded to the standard rate.
- As of 01 September 2022, standard rate applies for every new registration.
- Standard registrations will be accepted until 04 November 2022, midnight AEST.
 - Should your registration remain unpaid until 14 November 2022, registrations will be upgraded to the late rate.
- As of 05 November 2022, late rate applies for every new registration

Payment conditions

- All payments are to be made in AUD. Please indicate the participant's name and "AUSRAIL 2022" on all payments.
- Payment is due on receipt of invoice. If payment is not provided on time, your registration may be cancelled.
- Full payment of all items is requested when registering (by credit card or by bank transfer).
- From **Monday 7 November 2022** only payments by credit card will be accepted.

GST (Goods & Services Tax)

- Registration fees include 10% GST. Tax invoices issued will indicate total GST included in the transaction.

Methods of payment

- **Credit card:** only MasterCard and Visa are accepted.
- **Bank transfer** – please make your payment to:

Bank: National Australia Bank
Bank account name: AusRAIL
BSB: 082902
Account number: 806515361

- **Any bank fees associated with the transfer is the responsibility of the customer.**
 - All payments are to be made in Australian Dollars (AUD)
 - Please indicate the participant's name and "**AUSRAIL 2022**" on ALL payments.
- Payment by personal cheque is not accepted.

Registration / modification / cancellation conditions

Cancellation policy

- All delegate cancellations must be received in writing sent to MCI Australia at hello@ausrail2022.com.
- For cancellations received on or before Monday 24 October 2022 will be refunded in full, less a 25% cancellation fee to cover administration costs.
- No registration refunds will be made after this date.

Postponed event policy

- In the event the Conference is postponed, existing paid registrations will automatically be transferred to the new Conference dates. For existing paid registrations, you will receive communication confirming the successful transfer of your registration. If you do not wish to proceed, notification in writing will be required no more than 90 days from the announcement date to receive 100% refund. After this date, the standard cancellation policy will be applied.

Cancelled event policy

- 100% refund is applicable in the event of Conference cancellation (excluding fees and bank charges).

Social functions

- The Conference reserves the right to cancel or vary social functions if minimum numbers are not reached.
- Due to commitments to catering, we cannot refund social functions and additional ticket cancellations less than 60 days prior to the event.

Modification policy

- Any registration modification requests must be received in writing sent to MCI Australia at hello@ausrail2022.com.

Transfer of registration

- As an alternative to cancellation, your registration may be transferred to another member of your organisation. Registration transfers must be sent in writing to MCI Australia at hello@ausrail2022.com.

Travel & Accommodation

Accommodation cancellation:

Please refer to the individual cancellation policy of the hotel to ensure you are aware of cancellation penalties that may be applicable at your chosen hotel. Accommodation cannot be confirmed without a valid credit card. Payment will be processed by the booked hotel 30 days prior to check in. Cancellations in whole or part may incur a penalty at the hotel's discretion.

Closure of a hotel:

Should hotels promoted by the AusRAIL, close prior to the Conference, MCI (event organisers) will assist to seek any pre- payment made by a delegate direct to the hotel and offer alternative options to the delegate. As the contract is direct between the hotel and delegate, no guarantee can be provided by MCI to any compensation MCI will not be financially liable for any financial loss. At the time of booking a hotel, be aware of the individual Terms and Conditions of the Hotel you are entering into an agreement with.

Insurance and liability:

It is recommended that participants obtain adequate cover for travel, health and accident insurance before they depart for the Conference. The hotel and MCI as organisers cannot accept responsibility for personal injuries, or loss of, or damage to, private property belonging to the Conference participants and accompanying persons.

Restrictions to travel:

MCI recommends ensuring travel to the state of Queensland is permitted. In the event Domestic or International restrictions apply, MCI will not cover any expenses related to restrictions to travel to Cairns, Queensland, Australia during the AusRAIL 2022.

Manta South Bank:

Outside 31 days prior to booking date: cancellations are free of charge

14 days prior to booking date: If the booking is for three (3) nights or less; one (1) night fee will be charged for each cancelled accommodation room. If the booking is for four (4) nights or less; two (2) night fee will be charged for each cancelled accommodation room

7 days prior to booking date: In the case of individual room cancellations made between 26/11/2022 and 03/12/2022, 100% of accommodation will be charged for each cancelled accommodation room.

03/12/2022: no show guests are charged 100% cancellation fee for each no show guest room.

Rydges South Bank:

Rates and rooms are subject to availability at the time of booking.

Buffet Breakfast is not included in the rate. Buffet Breakfast is \$25.00 per person.

Valet car parking is available for in-house guests for a charge of \$45.00 per vehicle per day.

Check-in time is from 2.00pm.

Check-out time is prior to 11.00am.

A credit card number will be required at the time of booking to guarantee your reservation. If unable to stay with us, your booking must be cancelled 14 days prior to arrival, or a cancellation charge will apply equal to the value of all room nights cancelled. Your card will not be charged in advance but is held as security for your reservation and utilised for any applicable cancellation or non-arrival fees.

If the card holder will not be present at time of check-in, you will need to complete a third-party charge authorisation.

W Hotel Brisbane

Reservations by attendees must be received on or before the 19 November 2022. After the Cut-Off Date, Hotel will determine whether or not it can accept reservations based on a space- and rate-available basis at the group rate after this date.

Privacy & data collection

Data privacy policy

- For further information on how your data will be used, we invite you to carefully read the Data Protection and Privacy Policy: <https://www.mci-group.com/privacy-statement>

Privacy statement

- The provided name and contact information, including electronic address, may be used by parties directly related to the event such as the organisers and approved stakeholders, for relevant purposes such as promotion, networking, and administration of this, and future events of this type. If you do not consent, please email hello@ausrail2022.com.
- In addition, your name, organisation and country/state of origin may be published on the delegate list which may be provided to delegates, exhibitors and sponsors at the Conference. If you do not wish your details to be included in this list, please email hello@ausrail2022.com.

Email communication

- By providing your email address, you consent to be contacted by this method in relation to this event and future events of this type.
- If you do not wish your details to be used for any of the above purposes, please email hello@ausrail2022.com

General conditions

Release and waiver of liability

Australasian Railway Association, the hotels and MCI are not responsible for either the partial or total non-execution of the contract in the event of technology fault, accident, natural disaster (either threatened or actual), in war, curtailment or interruption of transportation facilities, threats or acts of terrorism, governmental travel or terrorism advisory, Strikes, Lock out, civil disturbance, the issue of a Travel Warning by the World Health Organization or any other cause beyond the parties' control which prevents access to the platform for the event, or if for the same reasons the event is cancelled by MCI. The Organisers may at their entire discretion repay the delegate fee paid by the participant,

or part thereof, but shall be under no obligation to repay the whole or part of such delegate fee, and shall be under no liability to the participant in respect of any actions, claims, losses (including consequential losses), costs or expenses whatsoever which may be brought against or suffered or incurred by the participant, as the result of the happening of any such event.

Force majeure

Australasian Railway Association, the hotels and MCI are not responsible for either the partial or total non-execution of the contract in the event of technology failure, accident, an act caused by a third party, such as Acts of God including, without limitation, credible threats of natural disaster in the geographic vicinity, war, curtailment or interruption of transportation facilities, threats or acts of terrorism or similar acts, governmental travel advisory, a governmental elevation of the terrorism alert level, civil disturbance, the issue of a Travel Warning by the World Health Organization or any other cause comparable events or disaster beyond the parties' control which prevents the platform from accommodating the clients of MCI for the event or if for the same reasons the event is cancelled by MCI.

Photography / videography disclosure

As a registered participant of the virtual series, you agree to grant permission for Australasian Railway Association and MCI to use your likeness in a photograph or video in any and all of its publications and presentations, including website entries, without payment or any other consideration; to authorise Australasian Railway Association and MCI to edit, alter, copy, exhibit, publish or distribute the photograph or video for purposes of publicising Australasian Railway Association programs or for any other lawful purpose; to waive the right to inspect or approve the finished product, including written or electronic copy, wherein your likeness appears; that these materials will become the property of Australasian Railway Association and MCI.