

The following terms and conditions apply to RISSB's Technology and Innovation Conference March 2023. For the avoidance of doubt, terms and conditions applying to other RISSB events or training services, do not apply to the Technology and Innovation Conference March 2023.

## 1 Event Booking

---

All tickets are booked through the Eventbrite event ticketing system. Eventbrite is a global self-service ticketing platform and is an independent third party to RISSB.

Any questions or issues encountered in utilising the Eventbrite platform, are to be directed to Eventbrite in the first instance, [www.eventbrite.com.au/support](http://www.eventbrite.com.au/support).

## 2 Payment

---

All ticket payments are to be made via the Eventbrite ticketing platform, with booking confirmation and tax invoice to be provided to the participant following the successful booking and payment of the event ticket.

## 3 Course Cancellation and refund

---

### Cancellation or withdrawal by participants with thirty (30) days' notice

Participants can withdraw from the Technology and Innovation Conference March 2023, up until thirty (30) days before the event, with full refund (less applicable Eventbrite charges) available.

The refund process is administered via the Eventbrite platform in the first instance, with participants to request a refund using the functionality included in their Eventbrite member account.

#### Eventbrite refund process

Eventbrite automatically creates an account with the email address you used to purchase a ticket. To request a refund:

- Log in to Eventbrite.
- Go to "Tickets" in your account and select the ticket you want a refund for.
- Click "Request a refund".
- Enter your details and submit your request.

If for whatever reason the participant is not able to use this feature, or is having difficulty contacting Eventbrite support, please contact [events@rissb.com.au](mailto:events@rissb.com.au) thirty (30) days prior to event commencement.

### Cancellation or withdrawal by participants with less than thirty (30) days' notice

If a participant wishes to withdraw from the event with more than five (5) business days' notice but less than thirty (30) days' notice, a 50% refund will apply less a \$100 administration charge,

with the participant required to email RISSB at [events@rissb.com.au](mailto:events@rissb.com.au). A response will be provided by RISSB within seven (7) working days.

All withdrawals with less than five (5) working days' notice, will not be eligible for refund.

### Exceptional Circumstances

Exceptional circumstances relate to occurrences that are unexpected, extenuating, or compassionate situations, that are outside the control of the participant. Refunds may be recognised at the discretion of the responsible Events Manager, RISSB.

Requests for consideration of exceptional circumstances are to be emailed to [events@rissb.com.au](mailto:events@rissb.com.au).

### Cancellation by RISSB

RISSB reserves the right to cancel this event should it deem it appropriate to do so.

In the unlikely event of cancellation, RISSB will issue a full refund to all conference participants. RISSB will however, not be responsible for any other loss or outgoing caused by the cancellation of the event.

### Non-attendance

Non-attendance at the event without satisfying any of the above conditions, will constitute forfeiture of all fees paid for the event and no refund will issue.

## 4 Copyright

---

Participants agree that all content and presentations at the event are the property of RISSB or the specified content presenter.

Participants are not permitted to copy, reproduce, photograph, or film, any content or presentation.

Any unauthorised copying may constitute a breach of the Copyright Act 1968 (Cth) (as amended from time to time).

## 5 Event filming and photography

---

Various aspects of the event will be filmed and photographed by RISSB (or contractual parties) for development, reference, and promotional purposes. In attending the event you acknowledge that filming and photography will be occurring and give permission to be included in the materials.

## 6 Privacy

---

RISSB will comply with the Privacy Amendment (Notifiable Data Breaches) Act 2017 and the Australian Privacy Principles (APPs) contained in the Privacy Amendment (Enhancing Privacy Protection) Act 2012, both of which amend the Privacy Act 1988. The APPs are designed to protect the confidentiality of information and the privacy of individuals by regulating the way personal

information is collected, used, disclosed and managed This Statement explains the types of personal information that we may collect and hold, how that information is used and with whom the information is shared. It also sets out how you can contact us if you have any queries or concerns about this information.

## **7 Code of Conduct**

---

All speakers and presenters have acknowledged RISSB's code of conduct and are expected to comply with its contents. RISSB advises that it is not responsible for the content of speaker and guest presentations.

All Participants acknowledge that this event is subject to RISSB's Code of Conduct, with all applicable legislation and direction to be observed. All participants have the right to a safe and respectful event environment, that is free from harassment, discrimination, and socially unacceptable behaviour.

As this event is held offsite, the specific rules and safety requirements of the respective venues apply, including fire safety, seating, smoking, and responsible service of alcohol.