

Terms and Conditions for The Goodfellow Symposium 2018

Registration Terms and Conditions

- All prices are in New Zealand dollars and include Goods and Services Tax of 15%.
- If you cancel your registration prior to 2 February 2018 you will receive a refund less a cancellation fee of NZ\$100.00. Cancellations made after 2 February 2018 will not be refunded.
- Full payment for registration fees must be received prior to the Symposium.
- The Privacy Act 1993 provides that, before your name and contact details can be published in a list of participants you must give your consent. If you select 'Yes, I do want my details to be included in the list of participants' on the registration form or by email, your details may be distributed to:
 - (a) Symposium delegates, sponsors and exhibitors
 - (b) Organisers of future Goodfellow Unit events
 - (c) Included in the Symposium App
- If, for reasons beyond the control of the Organising Committee, the Symposium is cancelled, registration fees will be refunded after the deduction of expenses already incurred.
- If travelling to the Symposium from out of town, we recommend you take out personal travel insurance for the duration of your stay.
- By registering for the Goodfellow Symposium you are confirming consent for any video and photographs taken at the Goodfellow Symposium which you are in may be used by The Goodfellow Unit in promotion of the Symposium.

Accommodation Terms and Conditions

- All prices are in New Zealand dollars and include Goods and Services Tax of 15%.
- Please read the terms and conditions carefully as strict cancellation policies are in place at all hotels.

Jet Park Hotel

- Upon booking, you will be asked to enter your credit card information into the online booking form. A charge for your full stay will be charged against this credit card by the hotel the week of 18 December. If you make your booking after 18 December, your credit card will be charged within a month of you making the booking.
- Cancellations received between 18 December and 12 February will be refunded less one night's cancellation fee. If you cancel your booking after 12 February or fail to check-in on the arrival date you have specified, the payment will not be refunded.
- There will be a credit card surcharge of 1.5% for all payments made by credit card at the time of check-out
- Room configurations are subject to availability and will be requested to the hotel but cannot be guaranteed.
- An extra adult fee of \$25 applies for Superior Twin Rooms (3+ people). This will need to be paid direct to the hotel on check-in.
- All guests will be required to provide credit card details for pre-authorisation on check-in. If the guest does not wish to use their credit card then a deposit will be required on check-in.
- All guests are responsible for settling the remaining balance and any additional nights booked while at the hotel and any incidentals incurred upon departure. Please be advised the hotel may apply a surcharge to all credit card payments, payment by cash or EFTPOS will not incur a surcharge.
- Check-in time is 2pm. Check-out time is 10am.

Sudima Auckland Airport

- A deposit of one night will be charged against your credit card to secure your reservation. The charge will be made the week of 19 February 2018 by the hotel.
- For bookings made after 19 February, the one night's deposit will be charged to your credit card within 2 weeks of your booking being made.
- A credit card fee of 1.5% will be added to the payment before the charge is made to your credit card.
- This deposit is non-refundable. If you cancel or fail to check-in on the arrival date, the one night's deposit will be retained by the hotel.
- Room configurations are subject to availability and will be requested to the hotel but cannot be guaranteed.
- Room rates are based on a maximum 2 guests. Additional guests will incur a fee of \$35 per person. Should additional guests consume breakfast, they will be charged at the standard hotel price.
- All guests are responsible for settling the remaining balance and any additional nights booked while at the hotel and any incidentals incurred upon departure.
- All payments made by credit card directly to the Hotel incur a 1.5% surcharge.
- Check-in time is from 2pm. Check-out time is by 11am.