



Due Drop Events Centre March 2024

Terms and Conditions

Booking and Payment

All prices are quoted in New Zealand dollars and exclude Goods and Services Tax ("GST"). GST is required to be applied to all packages at the rate prevailing at the date of invoicing or payment, whichever is earlier (currently 15%). If you are registered for New Zealand GST with the New Zealand Inland Revenue Department, the GST paid may be reclaimed on your GST returns. Sponsorship packages and exhibition space will be allocated only on receipt of the online booking form or a signed hard copy booking form.

Confirmation will be sent together with a tax invoice for the full amount. The invoice is payable within 20 days of date of tax invoice. If the payment is not received within this timeframe then you relinquish your right to the requested sponsorship package and exhibition space.

All payments should be made in New Zealand dollars by bank transfer or credit card (Mastercard, Visa or American Express). Payments made by credit card will attract a 2.6% credit card fee to cover commissions.

No sponsor will be allowed to setup their exhibition stand at the Symposium until full payment has been received. Sponsors may not assign or sublet any part of their exhibition space.

The Organising Committee may need to make changes to the floor plan; however, changes will not be undertaken without prior discussion with the companies affected.

Sponsors consent to their contact details being shared with Symposium suppliers and contractors.

Delegate List

Email addresses of attendees who have agreed to name disclosure are provided to all sponsors and exhibitors. Kindly ensure that when contacting delegates, involuntary disclosure of information of attendees does not occur and the communication confines within the guidelines of anti-spamming protocols. Non-compliance will result in provision of the list for future meetings without the relevant email contacts.

Medicines New Zealand Code of Practice

Sponsors must comply with the guidelines for 'Activities Directed at Healthcare Professionals' described in the most recent edition of the Medicines New Zealand Code of Practice available on the industry association's website: www.medicinesnz.co.nz

Cancellation Policy

If notification of cancellation of sponsorship is received in writing:

- Prior to 30 November 2023, you will be refunded in full, less 20% administration fee
- Between 30 November 2023 and 30 January 2024, you are liable for 50% of the package selected
- From 30 January 2024, you are liable for 100% of the package selected

The Organising Committee reserves the right to cancel the Symposium not later than 30 November 2023 in case of circumstances beyond its control. In such a case all monies paid to date will be refunded in full less any expenses incurred. The liability of the organisers will be limited to that amount.