

Terms and Conditions

for the

27th Annual Conference of the Australasian Sonographers Association *29 – 31 May 2020, Melbourne Convention and Exhibition Centre, Melbourne, Australia*

Registration Terms and Conditions

- Full payment for registration fees must be received prior to the Conference.
- All prices are in Australian dollars and include Goods and Services Tax of 10%.
- If you cancel your registration on or prior to 8 May 2020 you will receive a refund less a cancellation fee of \$100. Cancellations made after 8 May 2020 are non-refundable.
- The Privacy Act 1988 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) Conference delegates, sponsors and exhibitors
 - b) Organisers of future Australasian Sonographers Association events
- If, for reasons beyond the control of the Organising Committee, the Conference is cancelled, registration fees will be refunded after the deduction of expenses already incurred.
- By registering for the Conference you are confirming consent for any video and photographs taken at the Conference which you are in may be used by the Association in promotion of the Conference.

Personal Data Collected

[Click here to view the Data Processing Consent Policy.](#)

- We ask for your personal data to facilitate your participation in this event. Your data will be used solely for this event and under no circumstances be sold or used for other purposes.
- Your personal data will be automatically anonymised 24 months after the conclusion of this event.
- You retain the right to request that we forget or anonymise your personal data. If you have attended any event with us, we will retain any financial, tax or event attendance records for reporting reasons, but on request, will remove all personal data from our database, leaving an anonymised record for reporting reasons. Please contact us at sonographers@theconferencecompany.com with any inquiries you may have.
- Your data may be shared with other logistical organisations and third parties in order to deliver this event. Only data relevant to their specific role will be made available to them. Please see the [Data Processing Consent Policy](#) for a list of third parties.

Accommodation Terms and Conditions (if applicable)

- Prices are in Australian dollars and include Goods and Services tax of 10%.
- A credit card guarantee is taken at the time of booking. The credit card will be charged by the hotel as specified below.
- Rates provided for each of the hotels are specific to the Conference dates only.

Best Western Melbourne City

- A credit card guarantee for the full stay is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the full payment for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.
- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- You will be asked to provide credit card details for pre-authorisation on check in. If you do not wish to use your credit card, then alternatively you can pay a deposit on check in.
- You will be responsible for settling the remaining balance and any additional nights booked at the time of check in 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 3PM. Check-out time is 11AM.

Adina Apartment Hotel Melbourne Northbank

- A credit card guarantee for the full stay is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the full payment for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.
- Room configurations are subject to availability and will be requested to the hotel but cannot be guaranteed.
- Sofa bed available for A\$50 per night, subject to availability, for 3rd person in One Bedroom Apartment only.
- 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 will 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 11AM.

Crown Metropol Melbourne

- A credit card guarantee of one night's deposit is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the one night's deposit for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.

- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- You will be asked to provide credit card details for pre-authorisation on check in. If you do not wish to use your credit card then alternatively you can pay a deposit on check in.
- You will be responsible for settling the remaining balance and any additional nights booked at the time of check in 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 11AM.

Crown Promenade Melbourne

- A credit card guarantee of one night's deposit is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the one night's deposit for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.
- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- You will be asked to provide credit card details for pre-authorisation on check in. If you do not wish to use your credit card then alternatively you can pay a deposit on check in.
- You will be responsible for settling the remaining balance and any additional nights booked at the time of check in 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 11AM.

Holiday Inn Melbourne on Flinders

- A credit card guarantee for the full stay is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the full payment for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.
- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- You will be asked to provide credit card details for pre-authorisation on check in. If you do not wish to use your credit card then alternatively you can pay a deposit on check in.
- You will be responsible for settling the remaining balance and any additional nights booked at the time of check in 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 11AM.

Crowne Plaza Melbourne

- A credit card guarantee for the full stay is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the full payment for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.

- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- You will be asked to provide credit card details for pre-authorisation on check in. If you do not wish to use your credit card then alternatively you can pay a deposit on check in.
- You will be responsible for settling the remaining balance and any additional nights booked at the time of check in 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 11AM.

Novotel Melbourne South Wharf

- A credit card guarantee for the full stay is required to secure your booking. The credit card details submitted on this booking form will be securely transferred to the hotel to charge the full payment for your accommodation on 17/04/2020. If you make your booking after 17/04/2020, your credit card will be charged for your full stay immediately.
- If you cancel your booking on or after 17/04/2020 or fail to check-in on the arrival date you have specified this payment will not be refunded.
- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- You will be asked to provide credit card details for pre-authorisation on check in. If you do not wish to use your credit card then alternatively you can pay a deposit on check in.
- You will be responsible for settling the remaining balance and any additional nights booked at the time of check in 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 11AM.

Pan Pacific Melbourne

- Upon booking, you will be asked to enter your credit card information into the online booking form. These details will be provided to and held by Pan Pacific Melbourne as a guarantee against your booking. Should you cancel your booking 30 days or less prior to your confirmed arrival date OR No Show on the day of your confirmed check-in, your credit card details provided at the time of registration will be charged the full amount for each nights accommodation that had been confirmed/held for you as a cancellation penalty.
- Room configurations are subject to availability. The requested configuration will be sent to the hotel but cannot be guaranteed.
- 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 will apply a surcharge to all credit card payments, payment by cash or EFTPOS will not incur a surcharge.
- Check-in time is 3PM. Check-out time is 11AM.