

Terms and Conditions
for the
TSANZSRS Annual Scientific Meeting 2020

Registration Terms and Conditions

- Full payment for registration fees must be received prior to the Meeting.
- All prices are in Australian dollars and include Goods and Services Tax of 10%.
- If you cancel your registration on or prior to 10 February 2020 you will receive a refund less a cancellation fee of AU\$100. Cancellations made after 10 February 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) Meeting delegates, sponsors and exhibitors
 - b) Organisers of future ANZSRS and TSANZ events
- If, for reasons beyond the control of the Organising Committee, the Meeting is cancelled, registration fees will be refunded after the deduction of expenses already incurred.
- By registering for the Meeting, you are consenting for your data to be used for the below. If you decide against your data being used, your registration will be cancelled less the cancellation fee above.

Personal Data Collected

- We ask for your personal data to facilitate your registration for this event.
- You retain the right to ask us about your personal data at any time. Please contact us at tsanzsrs@theconferencecompany.com with any inquiries you may have.
- You retain the right to withdraw consent to use your personal data at any time. Please be aware that a withdrawal of consent before the start of this event will incur a full event cancellation and cancellation fees as noted in the above Registration Terms and Conditions.
- Please contact us at tsanzsrs@theconferencecompany.com with any inquiries you may have.
- Your personal data will be retained by us for up to 24 months after the conclusion of this event.
- Your data will be shared with other organisations and third parties in order to process your registration. These are listed within the [Data Consent Policy](#).
- You retain the right to request that we forget or anonymize 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 anonymized" record for reporting reasons.

Accommodation Terms and Conditions (if applicable)

- Prices are in Australian dollars and include Goods and Services tax of 10%, unless specified otherwise.
- Rates provided for each of the hotels are specific to the Meeting dates only.
- The Conference Company will provide you with an accommodation invoice that does not include GST (excluding Shadow Play by Peppers, which will have GST displayed). The hotel will provide you a full tax invoice upon check out.

Adina Apartment Hotel Melbourne Northbank

- Individual Bookings
 - Full payment for your accommodation will be charged against your credit card to secure your reservation.
 - Prior to 7 February 2020 this payment is refundable. If you cancel your reservation on or after 7 February 2020 or fail to check in on the arrival date you have specified this payment will not be refunded.
- Group Bookings
 - Group bookings of 15 or more rooms are required to pay a deposit of 20% of the total booking to hold the rooms. From 27 December 2019 this deposit is non-refundable. Full payment for all rooms is due before 24 January 2020. If payment is not received by this date then the rooms will be released for sale to other attendees. Rooms cancelled after 24 January 2020 are non-refundable.
- 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 2.00 pm. Check-out time is 11.00 am.

Best Western Melbourne City

- Individual Bookings
 - Full payment for your accommodation will be charged against your credit card to secure your reservation.
 - Prior to 21 February 2020 this payment is refundable. If you cancel your reservation on or after 21 February 2020 or fail to check in on the arrival date you have specified this payment will not be refunded.
- Group Bookings
 - Group bookings of 15 or more rooms are required to pay a deposit of 20% of the total booking to hold the rooms. From 10 January 2019 this deposit is non-refundable. Full payment for all rooms is due before 7 February 2020. If payment is not received by this date then the rooms will be released for sale to other attendees. Rooms cancelled after 7 February 2020 are non-refundable.

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- Check-in time is 3.00 pm. Check-out time is 11.00 am.

Crown Metropol Melbourne

- Individual Bookings
 - A deposit of one night will be charged against your credit card to secure your reservation.
 - Prior to 21 February 2020 this payment is refundable. If you cancel your reservation on or after 21 February 2020 or fail to check in on the arrival date you have specified this payment will not be refunded.
- Group Bookings
 - Group bookings of 15 or more rooms are required to pay a deposit of 20% of the total booking to hold the rooms. From 10 January 2019 this deposit is non-refundable. Full payment for all rooms is due before 7 February 2020. If payment is not received by this date then the rooms will be released for sale to other attendees. Rooms cancelled after 7 February 2020 are non-refundable.
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- Check-in time is 2.00 pm. Check-out time is 11.00 am.

Crown Promenade Melbourne

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Crowne Plaza Melbourne

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Holiday Inn Melbourne on Flinders

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- 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 2.00 pm. Check-out time is 11.00 am.

Novotel Melbourne South Wharf

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Pan Pacific Melbourne

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- 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 3.00 pm. Check-out time is 11.00 am.

Shadow Play by Peppers

- Individual Bookings
 - Full payment for your accommodation will be charged against your credit card to secure your reservation.
 - Prior to 21 February 2020 this payment is refundable. If you cancel your reservation on or after 21 February 2020 or fail to check in on the arrival date you have specified this payment will not be refunded.
 - Cancellation and Refund Policy:
 - ❖ Prior to 21 February 2020 this full payment is refundable.
 - ❖ Between 24 February 2020 and 9 March 2020, you will be charged the equivalent of one night's accommodation as a cancellation fee if your booking is for three nights or less.
 - ❖ Between 24 February 2020 and 9 March 2020, you will be charged the equivalent of two nights' accommodation as a cancellation fee if your booking is for four nights or more.
 - ❖ If you cancel your reservation after 9 March 2020 or fail to check in on the arrival date you have specified, this payment will not be refunded.
- Group Bookings
 - Group bookings of 15 or more rooms are required to pay a deposit of 20% of the total booking to hold the rooms. From 10 January 2019 this deposit is non-refundable. Full payment for all rooms is due before 7 February 2020. If payment is not received by this date then the rooms will be released for sale to other attendees. Rooms cancelled after 7 February 2020 are non-refundable.
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- 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 2.00 pm. Check-out time is 10.00 am.