

The iMIS User Group Asia Pacific

Terms and Conditions of Events

These Terms and Conditions ("Terms") govern attendance at events organized by the iMIS User Group Asia Pacific (NiUG Asia Pacific Limited ABN 54 123 865 645) (the "Organiser"), a not-for-profit organisation dedicated to educating and empowering our community. By registering or attending any event hosted by the Organiser, including the annual conference, networking events, workshops, webinars, and training courses (collectively, "Events"), you agree to comply with these Terms.

1. Registration and Payment

1.1 Eligibility: Events hosted by the Organiser are open to individuals who meet the eligibility criteria specified for each event. Some events may have restrictions based on membership, profession, or other criteria.

1.2 Registration Process: Registration for each event must be completed through the Organiser's official registration platform. Attendees must provide accurate and complete information. Registrations are non-transferable without prior consent from the Organiser.

1.3 Payment Terms: Some events may require payment. All fees, if applicable, must be paid in full at the time of registration. Failure to do so may result in cancellation of registration. Event attendance is not confirmed until full fees are received.

1.4 Refund Policy:

- **In-Person Events:** Cancellations made at least 30 days before the event date are eligible for a full refund. Cancellations made between 30 days and 14 days before the event may be eligible for a partial refund. No refunds will be given for cancellations made within 14 days of the event.
- **Virtual Events:** Refunds are generally not provided for virtual events except under exceptional circumstances, as determined by the Organiser.

2. Code of Conduct

2.1 Expected Behaviour: All attendees are expected to behave respectfully toward one another, event staff, and speakers. Discrimination, harassment, or any other inappropriate behaviour will not be tolerated and may result in immediate removal from the event without a refund.

2.2 Virtual Etiquette: Attendees of virtual events are expected to adhere to online etiquette standards, including:

- Mute microphones when not speaking.
- Avoid disruptive behaviour or language in chat or video interactions.
- Respect the privacy and contributions of other attendees.

2.3 Disciplinary Action: The Organiser reserves the right to take appropriate action, including but not limited to removing attendees from the event, banning future attendance, and reporting misconduct to relevant authorities if necessary.

3. Health and Safety (for In-Person Events)

3.1 Health Precautions: Attendees must comply with all health and safety protocols in place, including those mandated by local authorities or the event venue, as well as any protocols put in place by the Organiser. This may include, but is not limited to, mask-wearing, temperature checks, and proof of vaccination.

3.2 Personal Responsibility: Attendance at in-person events is voluntary, and attendees acknowledge the potential risks of attending public events, including exposure to COVID-19 and other illnesses. Attendees accept personal responsibility for their well-being.

4. Content, Photography, and Recordings

4.1 Recording and Photography: The Organiser may take photographs, recordings, or screen captures of the events for promotional and educational purposes. By attending, you grant the Organiser permission to use your image and/or contributions in these materials unless you expressly opt out in writing prior to the event.

4.2 Intellectual Property: All presentations, materials, and content provided during events are the intellectual property of the Organiser and/or the speakers. We encourage taking notes for personal educational purposes and welcome a short brief snapshots shared on social media from key insights. Reproduction, distribution, or unauthorised sharing of any event materials is prohibited without prior written consent if it is done in full, or for commercial purposes.

5. Cancellation and Modification

5.1 Event Modification: The Organiser reserves the right to modify event agendas, speakers, locations, dates, and times as necessary. Notice of any material changes will be provided to registered attendees as soon as possible.

5.2 Event Cancellation: In the event that an event must be cancelled or postponed, the Organiser will notify all registered attendees and offer an alternative date, a refund, or credit toward a future event, at the Organiser's discretion.

6. Limitation of Liability

6.1 The Organiser is not liable for any loss, injury, or damage sustained by attendees during or in connection with any event, unless caused by the Organiser's gross negligence or wilful

misconduct. This includes, but is not limited to, personal injury, property loss, or travel expenses.

7. Privacy and Data Protection

7.1 The Organiser respects your privacy and will collect, process, and store your data in accordance with applicable data protection laws and the Organiser's Privacy Policy.

7.2 Personal information provided during registration will be used to administer the event, including sharing necessary information with event partners and service providers for logistical purposes. Attendees may be contacted about future events or updates unless they choose to opt-out.

8. Governing Law and Dispute Resolution

8.1 These Terms shall be governed by and construed in accordance with the laws of Victoria, Australia.

8.2 Any disputes arising out of or in connection with these Terms or event attendance shall be resolved through good faith negotiations. If resolution cannot be achieved, disputes may be submitted to mediation or arbitration, at the Organiser's discretion.

By attending an event hosted by the Organiser, you acknowledge that you have read, understood, and agree to these Terms and Conditions.