

## Terms and conditions

By purchasing goods or services from the Conferences and Events Limited for the MANZ 2019 Conference, the customer is deemed to accept these Terms and Conditions. We may amend these Terms and Conditions at any time.

## Conference cancellation and refund policy

We understand that circumstances can change. At any point prior to the event you are welcome to contact us in writing to nominate a substitute delegate at no extra charge. A full refund less a \$100 service fee will be issued for cancellations received on or before **Friday, 24 MAY 2019**. No refunds will be issued on or after **Friday, 24 MAY 2019**. Non-payment does not constitute cancellation.

## Payments

Full payment MUST be made prior to conference.

Once registration is received a confirmation email and tax invoice/receipt will be issued. Any accounts must be paid in full 7 days from the invoice date or 10 business days before the conference start date, whichever comes first. The organisers reserve the right, without notification, to cancel outstanding registrations any time after 7 days from the date of a tax invoice being sent. Early bird registrations must be paid by the **Monday, 27 MAY 2019** or the full registration fee will be charged. If payment is not received prior to the conference, conference attendance will be granted only after full payment is made via credit/debit card.

## Registration credit card payments

We will neither collect nor store your credit card details. On the registration form, you will be directed to use the credit card payment facilities provided by Payment Express. Payment Express makes the following statement on security:

Payment Express is committed to data security. Payment Express uses a variety of technologies and procedures to help protect personal information from unauthorized access, use or disclosure. For example, Payment Express stores the data in computer servers with limited access that are located in controlled facilities secured by the latest in surveillance and security technology. When Payment Express transmits sensitive information (such as a credit card numbers), Payment Express protects it through the use of encryption, such as the Secure Socket Layer (SSL) protocol. Credit card details stored onsite are encrypted using 168bit 3DES encryption. Payment Express is a level 1 certified PCI-DSS compliant provider.

You can read their full [privacy policy](#). Payments by credit card can be made by Visa or Mastercard and may incur a transaction fee.

## Privacy policy

By completing this registration form, you acknowledge that the details supplied by you may be made available to the Montessori Aotearoa New Zealand Committee and the venue (for the purposes of room bookings and conference related items only). Your details will be included in the delegate list unless you have indicated otherwise on the first page of this registration form.

## Insurance

It is strongly recommended and your responsibility to have insurance to cover medical, travel, and registration expenses in the event of unforeseen circumstances.

## Liability and warranty

The Consumer Guarantees Act 1993 applies to the sale of goods or services to consumers. If the goods or services are acquired for a business then our liability is limited to the contract price.

## Disclaimer

The conference convenors reserve the right to change activities, topics and presenters where necessary. Neither the organisers (Conferences & Events Ltd) nor the convenors shall be liable for any loss caused by the cancellation of the conference where such cancellation is due to Force Majeure. The term "Force Majeure" means any circumstance beyond the reasonable control of the organisers including but not limited to war, hostilities (whether war be declared or not), terrorism, aircraft hijacking, military operation, riot, civil war, rebellion, civil commotion or unrest, natural disasters, Acts or Regulations of government, refusal to grant visas, explosions, transport delays, transport difficulties and the insolvency of airline carriers. The organisers will use all reasonable efforts to conduct the conference despite the intervention or occurrence of any such cause.

Attendees are advised that photographs and videos may be taken during the conference and reproduced for promotional purposes.