

**ASIC**ASIC Annual Forum
2019 Sydney

ASIC Annual Forum 2019 – Registration Terms and Conditions

When registering to attend the 2019 ASIC Annual Forum ('Event'), you accept these terms and conditions.

Registration Fees

All amounts shown below and to be paid are in Australian dollars (A\$) and inclusive of the Australian goods and services tax (GST).

| ASIC Annual Forum: 16-17 May 2019 | Price ⁽¹⁾ |
|--|----------------------|
| Standard Early Bird – register by 12 April 2019 | \$2,100 |
| Standard Full – registrations close 3 May 2019 | \$2,450 |
| Standard Corporate Shared ⁽²⁾ - registrations close 3 May 2019 | \$2,650 |
| Government ⁽³⁾ /Academic/Charity or Not-for-profits ⁽⁴⁾ Early Bird – register by 12 April 2019 | \$1,750 |
| Government ⁽³⁾ /Academic/Charity or Not-for-profits ⁽⁴⁾ Full – registrations close 3 May 2019 | \$2,100 |
| Government ⁽³⁾ /Academic/Charity or Not-for-profits ⁽⁴⁾ Shared - registrations close 3 May 2019 | \$2,350 |
| 5 for the price of 4 – for every four paying delegates from the same organisation, a fifth delegate attends free (provided all delegates register in one group registration). | |
| <p>(1) Includes daily arrival tea/coffee, morning tea, lunch and afternoon tea.</p> <p>(2) Registration can be shared with other individuals from the same organisation. One attendee only per session.</p> <p>(3) Australian federal, state or local government.</p> <p>(4) Only for organisations registered under the <i>Australian Charities and Not-for-profits Commission Act 2012 (Cth)</i></p> | |
| ASIC Annual Dinner: 16 May 2019 | Price |
| ASIC Annual Dinner (per person) | \$220 |
| Corporate Table (table of 10) | \$2,000 |

Please Note:

- Registrations will commence on Wednesday 19 December 2018 and close on Friday 3 May 2019.
- Early bird registration will close on 12 April 2019. Standard full fees apply after this date.
- Fees are fixed and not apportioned for individual programs and activities within the Event.
- The 2019 ASIC Annual Forum will be held in conjunction with the International Organization of Securities Commissions (IOSCO). The Annual Dinner will also be attended by IOSCO delegates and their guests.
- These terms and conditions apply only to registrations for the public 2019 ASIC Annual Forum.

Registration Process

Registration is on-line via the registration system accessed from the [ASIC](#) website. All mandatory fields must be completed.

Your name and personal details must match your driver's licence or passport for proof of identity, security and visa application (if required). If you choose to remain anonymous, or use a pseudonym under privacy laws, your registration or visa application may be rejected as incomplete or invalid.

Only completed registration forms will be accepted.

Registration is complete only when the specified fee is credited or received in full into our bank account.

The deadline for registration is Friday 3 May 2019. No registrations will be processed after this date.

Event Registration Manager

The official Event registration and accommodation booking manager is Arinex Pty Ltd ACN 000 386 676, an independent contractor. Arinex will process the Event registration payment.

Payment for accommodation is separate and payable directly to the accommodation providers.

Your express consent is essential for the collection, handling, disclosure and use of your personal information under the *Privacy Act 1988* (Cth). Please read the [ASIC Privacy Policy](#) and the [Arinex Privacy Policy](#) to provide your informed consent.

Payment Methods

Full payment in Australian currency is required at the time of registration, without any deduction for any currency conversion, GST or VAT, bank EFT or other transaction charges.

Credit Card

All participants in Australia must pay by credit card. The accepted credit cards are: MasterCard, Visa and American Express.

All credit card transactions will appear on your statement as payment to 'Conference by Arinex Pty Ltd'.

The fees include credit card charges for our acceptance of credit card payment. You will be redirected to a secure payment site and issued with an invoice upon confirmation. Please retain your invoice number as a payment reference.

Electronic Funds Transfer (EFT) **(applicable to international delegates only)**

International participants may pay by credit card or EFT. However, our preferred payment method is by credit card.

For credit card payment, please see the above.

For EFT payment, the amount payable must be paid in full to the following account:

- Name of Bank Account: Arinex Pty Ltd - Trust Account
- Name of Financial Institution: National Australia Bank, 345 George Street, Sydney 2000 AUSTRALIA
- BSB: 082 001
- Account Number: 04 503 0393
- Swift Code: NAT AAU 3302S

You will receive an invoice upon confirmation of registration. **Please use your invoice number as a payment reference and forward your remittance advice to delegateservices@arinex.com.au.**

Taxation

Registration fees are inclusive of GST of 10%. Overseas participants are responsible for clarifying their taxation status and complying with obligations under their domestic laws.

Why Register Early?

All Event venues and accommodation have capacity based on our estimates. Access is not guaranteed, as demand may exceed our estimates.

We recommended that you register early to secure access and assist with our planning and communication. For overseas participants requiring a visa, you should register early to obtain your entry visa for timely travel to attend the Event in Sydney.

Cancellation Policy

A participant unable to attend may elect another person to attend in their place. A request for a registration transfer must be received by 2 May 2019.

Cancellations and requests for registration transfers must be notified in writing to asicannualforum2019@arinex.com.au.

The following cancellation fees, with A\$150.00* as the minimum, will apply to cover our costs of registration administration and cancellation of external suppliers:

| Cancellation | Cancellation Fee |
|---|---|
| On or before Friday 29 March 2019 | A\$150.00* |
| From Saturday 30 March 2019 and Friday 12 April 2019 | 50% of your registration fee and (if applicable) dinner booking fee |
| After Saturday 13 April 2019 | No refund |
| For emergencies caused by an event or events beyond your control. Please note that this does not apply to the Annual Dinner after Tuesday 30 April 2019. | At our discretion and subject to certified written record and other verifiable evidence of the event(s) submitted by you in support of your cancellation and claim for refund |

Registration fees are not apportioned for individual sessions and activities within the Event. Therefore, no refund will be granted for any cancellation of speakers, lack of space at Event venues, or cancellation of any activity for *force majeure* or any event beyond our reasonable control.

Cancellation and refunds for accommodation bookings are at the discretion of the accommodation providers.

Participants' Travel Responsibilities

You are responsible for arranging your own accommodation, flights and other travel arrangements.

For international participants, please note that:

You are responsible for all relevant travel documentation, travel and health insurance, and foreign currency conversions.

If you require an entry visa to Australia, you should allow sufficient time for visa application to ensure your timely departure for Australia and to avoid a cancellation fee if visa entry is denied.

You should check to verify your visa requirements and appropriate timing for visa applications with the [Department of Home Affairs](#):

- For general information on visa requirements: <https://immi.homeaffairs.gov.au/entering-and-leaving-australia/entering-australia>
- To apply for a visa: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/visit>
- To find Australian offices for visa and immigration services near you: <https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations>

The Australian immigration offices are independent decision agencies for visas. ASIC cannot intervene on your behalf to speed up the application process or appeal against a rejection.

Australia has strict quarantine regulations that are enforced at all international airports and other points of entry to Australia.

A failure to obtain a visa or gain border entry will not be a ground for refund of any fees. However, we may at our discretion refund the registration fee, less the cancellation fee, if:

- The visa was applied for in time and proof is shown that a visa could not be granted even though all requested documents were submitted; and
- A written request for registration cancellation and refund is sent by asicannualforum2019@arinex.com.au by no later than Friday 12 April 2019.

Accommodation

A selection of Sydney city hotels with negotiated rates have been secured for Event attendees. Details of these hotels and their booking terms and conditions are available via the registration form. To secure your access to these hotels, please book your accommodation when you register. For further information please contact asicannualforum2019@arinex.com.au.

Modification of Program

ASIC reserves the right to make changes to the Event's program, including presenters and sessions where necessary.

In the unlikely event that a presenter withdraws, we may make appropriate decisions in the best interest of the Event. Please note that this will not include refunds but may include changes to the program and cancelling or re-arranging sessions.

Religious, Cultural and Dietary requirements

You should make your own inquiries if you require access to any religious or cultural facilities at the Hilton Hotel Sydney or any other hotels.

We will make reasonable efforts to cater for dietary requirements identified in your registration, but we do not guarantee all dietary requirements will be met.

Confidentiality

ASIC and its Event organisers may disclose and use the information provided by you for registration or during the Event (including in any feedback provided during or after the Event), where and to the extent necessary, to:

- Register your attendance at the Event;
- Assist with administrative and planning purposes including to plan and develop the Event;
- Facilitate your requirements including to communicate information related to the Event;
- Allow the compilation and analysis of statistics relevant to the Event;
- Prepare and submit any reports in accordance with any administrative accountability or legal obligations that apply to each of them; and
- Perform other functions including to plan future ASIC Annual Forums, or obligations imposed by laws on ASIC, its officers, or its Event organisers.

You expressly consent to the above disclosure and use of confidential information provided by you.

For any information that is personal information under privacy laws, the provisions under 'Privacy Consent' below also apply.

Privacy Consent

You must read and acknowledge that you have read and understand the [ASIC Privacy Policy](#) and [Arinex Privacy Policy](#). They inform you of the manner of and purposes for, our collection, processing and use of your personal data, and the rights you have to access, correct or remove your personal information.

You consent to the processing and use of your personal data in accordance with our privacy policies.

If you are in a country that is a member of the European Economic Area, your consent includes our collection and processing of your personal data under the EU General Data Protection Regulation 2016/679 for purposes related to our offering of services and our monitoring of your registration and payment related to the Event.

You are further informed, and you expressly agree to the following use and processing of your personal information:

- List of participants - for any part of the ASIC Annual Forum and related social events including the Annual Dinner:
 - A list may be compiled containing the names, organisations, jurisdictions and necessary contact details of participants, including you and any speaker and host of that event; and
 - The list may be circulated to all participants and service providers (as necessary), to facilitate the supply of goods or services and your participation and interaction with others at that event.
- Photographs and audio-visual recordings - ASIC and other third parties (including media reporters and other Event participants) may take photographs and digital audio/visual recordings during the Event, for:
 - Live streaming during the Event, and for archival purposes;
 - Sharing and interaction between participants (including organisers and speakers);
 - Use in printed and electronic media (including on the Internet) for research, education, publication, broadcasting, news reporting, display, exhibitions and promotional purposes associated with ASIC, or IOSCO in connection with its IOSCO 2019 Sydney event (see above); and
 - Official reports prepared by ASIC, or IOSCO in connection with its IOSCO 2019 Sydney event, including in their Annual Reports.

You may withhold your consent for any of the above collection, disclosure and use of your personal details by notifying asicannualforum2019@arinex.com.au in writing by 13 April 2019.

However, please note that exceptions under privacy laws may apply to require or permit the collection, disclosure and use of personal data without your express consent.

Additional Information

- All details on the ASIC website are subject to change without notice.
- ASIC and the Event organisers will not assume any liability whatsoever. You are required to:
 - Obtain your own insurances to cover you and your partner's costs of travel, accommodation, Event fees, personal property, health and medical expenses, injury, death and any other risks associated with your registration and attendance at the Event; and
 - Pay for any costs or damages caused or contributed to by you or your partner for ASIC, IOSCO and any other parties in relation to the Event.
- ASIC may modify these terms and conditions at any time. You must keep yourself informed of any modification or update from sources including information and notices published on the ASIC website.
- These terms and conditions are governed by the laws of the State of New South Wales, Australia, and the courts of that State and of the Commonwealth of Australia have jurisdiction over any matters arising under these terms.

Please direct all queries to asicannualforum2019@arinex.com.au.