DIY LIBRARY CAREER NLS8

Registration and attendance terms and conditions

Registration types

Member rates

You must be a current ALIA member before registering to register at the member rate. Contact our membership team at membership@alia.org.au for more details on becoming an ALIA member or to check your current membership details.

Current LIANZA members may also register using the member rate. You will need to include your membership number during the registration process.

ALIA Institutional members in categories C1 to C3 are eligible to register one delegate at the member rate and C4 and above may register up to three delegates at the member rate.

Early bird registrations

Early bird registrations open 23 January 2017 and close 31 March 2017. Early bird registrations must be paid in full by 31 March 2017 for the early bird rate to apply.

Registrations during this period can be paid by credit card only.

Standard registrations

Standard registrations open 1 April 2017. Registrations during this period can be made by credit card (Visa or MasterCard) or EFT.

Credit card payment will be the only payment method accepted six weeks prior to the start of the conference.

Registrations close on 2 June 2017. Any registration received after this day may incur a late processing fee and will be accepted at our discretion and according to event availability.

Concession registrations

Concession registrations are available to full time students and retirees.

Speaker registrations

Conference speakers are entitled to register at the discounted speaker's rate. You must register prior to 2 June 2017 to take advantage of this rate.

Shared registrations

Please note that if you are choosing to share your registration you will only be issued with one name badge, satchel and handbook. We can issue the badge in your organisation name but you will need to notify us of this during the registration process.

Please ensure all people attending under a shared registration should be aware of the badge name bade and bring a printed copy of the registration conformation. Only one person under a shared registration may attend any one time. Badges should be passed onto the next registrant or returned to the registration desk at the end of the session. Attendees must hold a badge to attend and badges will not be reissued if not returned.

Disclaimer of liability

ALIA will not accept any liability for damages or any nature sustained by participants of their accompanying persons or loss of or damage to their personal property as a result of the conference or related events.

Insurance

ALIA confirms that the delegate registration fees do not in any way include insurance cover. It is recommended that you consider your individual travel and health insurance requirements prior to making travel arrangements.

Privacy

ALIA complies with the National Privacy Principles set out in the Commonwealth Act 1988 and reaffirmed in the Privacy Act (Private Sector) Amendment Act 2000 which came into effect in law in December 2001.

Unless required by law the Association will not disclose personal information about an individual unless the individual has provided consent, either at the time of providing the information or following a specific request.

In registering for this conference, your relevant details (limited to full name, organisation, state and email) will be included on a delegate list, which will be distributed to all delegates, sponsor and exhibitors and future conference organisers. Please advise us during the registration process if you do not consent for your details to be included on the delegate list.

Media and photography

Media passes may be available for this conference. Media passes are restricted to publishers, editors, journalists, photographers, and broadcasters associated with the LIS industry. Media attendees will be required to pre-register by contacting the ALIA Events Team at events@alia.org.au and may be required to produce accreditation.

In registering for this conference you accept that various events at the conference and satellite events may be photographed, video or audio recorded and that this content may be used by ALIA at its discretion on website, social media, newsletters or other promotional material.

Payment

All amounts are in Australian dollars and are inclusive for Goods and Services Tax (GST) of 10%.

Payment may be made by credit card (Visa or Mastercard) or EFT. Early bird registrations may be paid by credit card only. Credit card payment will be the only payment method accepted six weeks prior to the start of the conference.

All registrations must be paid in full prior to the start of the conference.

EFT payments should be made to:

Bank details:-

BSB No: 062-905

Swift Code: CTBAAU2S

Account No: 10082198

Account Name: Australian Library & Information Association Ltd

Cancellation and amendments

Requests for cancellations to your registration must be submitted in writing to ALIA. By

email: events@alia.org.au

By fax: 02 6282 2249

By mail: PO Box 6335 Kingston ACT 2604

Cancellations received by 2 June 2017 will receive a refund less an administration fee of AUD $150 (inc GST) or 20% of your total registration charge (whichever is the lesser amount). No refunds will be given after 29 July 2016.

Registrations can be transferred to other individuals at no cost (in the same registration category) up until 5 working days prior to the start of the conference.