**PLEASE NOTE**: If your Recreation Aotearoa membership fees are not current your registration will be at Non-Member rates.

We do provide some recordings and presentations post-conference, however you must be a Recreation Aotearoa member to have access to these.

**Privacy Disclosure**

Information collected on this registration will be held in the strictest of confidence on a secure database. This information may be used in order to contact you regarding future events of Recreation Aotearoa, products and services. If you do not wish to receive this information please contact us via the Contact page.

Please note you may be included in any conference photography, filming and live streaming whilst attending the Conference.

**Organisers’ Rights**

Every effort will be made to ensure the conference programme and speaker line up is the same as marketed. In the event of unforeseen circumstances, we reserve the right to alter the programme or replace a speaker or cancel or postpone the event.

**Recreation Aotearoa Event Registration Cancellation Policy**

If a registrant notifies Recreation Aotearoa in writing that they are unable to attend the booked/confirmed meeting more than 31 days before the first day of the event/meeting, then Recreation Aotearoa will refund the registration fee (if already paid) and not apply any cancellation fees.

If a registrant notifies Recreation Aotearoa in writing that they are unable to attend the booked/confirmed meeting 31 – 15 days before the first day of the event/meeting then Recreation Aotearoa will refund 50% of the registration fee (if already paid) and charge the remining 50% as a cancellation fee.

If a registrant notifies Recreation Aotearoa in writing that they are unable to attend the booked/confirmed meeting 14 days or less before the first day of the event/meeting then Recreation Aotearoa will charge the full rate of the registration fee.

In an instance whereby the cancellation was unavoidable, please email Recreation Aotearoa and advise us the details as to what the reason for the cancellation is. Recreation Aotearoa reserves the right to apply discretion to any individual case.

**Special cancellation clause in the event of COVID-19**

**COVID-19 Clause:** The parties acknowledge and agree that at the time of accepting these Terms and Conditions there is currently a pandemic taking place involving COVID-19 as announced by the World Health Organisation in March 2020. The parties wish to memoralize the terms of the following clause related to COVID-19, in which case this COVID-19 clause will supersede any conflicting terms of the previous outlined Cancellation Policy:

If the COVID-19 pandemic has continued such that there are government (local or national) imposed restrictions or recommendations on maximum meeting size and such restrictions or recommendations would apply to the Recreation Aotearoa event within 7-30 days prior to the scheduled event dates, or if there are recommendations or travel advisories issued by the New Zealand Ministry of Health within 7-30 days prior to the event advising against non-essential travel that would impact the Recreation Aotearoa event, then Recreation Aotearoa will be in contact with the registrant to discuss alternative registration options.

If the COVID-19 restrictions or recommendations apply to the Recreation Aotearoa event within 0-7 days, a $100+GST admin fee will apply to the registrant due to unrecoverable costs to Recreation Aotearoa.

Recreation Aotearoa will adhere to Government advice around vaccination requirements and protocols.