

## Belonging Matters Ticket Terms and conditions

### Purpose

This policy helps people understand the terms and conditions of purchasing a ticket for a workshop, seminar or conference from Belonging Matters

### Terms and conditions

1. To register for a workshop or conference you must complete the required online registration information/form and payment.
2. Once payment is received, you will be notified and we will give you further information about the event
3. Belonging Matters may change the Ticket Terms, conditions, rates and prices if we need to make changes because of the law or in the interests of Belonging Matters.
4. Belonging Matters can cancel an event at any time with one week notice if we can't go ahead with the event due to costs or other significant reasons. If this happens we will reschedule the event and your ticket will be transferred or you can choose to have a refund
5. If you have not paid or completed a bursary form you will not be given access to an event
6. Due to things beyond our control a speaker may need to withdraw from the program. This means Belonging Matters cannot guarantee a particular speaker on the day but will try to replace the speaker in line with the topic
7. By registering you agree that there may be photographs and video taken of you at the event and you consent to the photos or video being used for future publicity. Belonging Matters will make sure all photos and videos are used in a way that respects and values people. If you don't want your photo or video taken or used, you need to contact Belonging Matters by emailing [info@belongingmatter.org](mailto:info@belongingmatter.org) or phoning (03) 9739 8333
8. Belonging Matters is covered by public liability insurance.
9. By registering you are agreeing to the above terms and conditions

## Ticket Prices and rates

1. Ticket prices will vary according to each event. Prices will be advertised on line
2. Ticket payment can only be made on line (if you have trouble paying on line please contact our office by emailing [info@belongingmatters.org](mailto:info@belongingmatters.org) or phone 03 9739 8333)
3. Your ticket fee includes GST.
4. For refunds please see our Refund Policy on our web site. You can transfer your ticket to one other person but you need to let Belonging Matters know in writing if you would like to make a transfer.
5. If you are unable to afford the ticket price please complete the bursary form located on our web site or contact our office
6. A Belonging Matters Tax Receipt will be issued if requested.
7. Some events offer an Early Bird rate and give a ticket discount for registering early. Not all events have early bird rates
8. Registration is only for the number of days indicated on the particular event
9. Final Registration refers to registrations and payment received by a final date.
10. Cancellations must be made before the final registration date after which a 50% cancellation and administration fee applies.

<b>Rate (Includes full program, lunch, morning and afternoon tea unless otherwise specified)</b>
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<b>Standard:</b> This rate is for professionals, support workers or people with a
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disability and families who are attending who are employed by or represent a service, support or advocacy organisation, company or corporation.

**Agency Sponsored:** This rate is for agencies who wish to sponsor people with a disability or families who use the services of their organisation or for self/family directed support workers

**Concession:** This rate is for people with a disability, families, Health Care Card Holders who are attending and paying as an individual from their own resources.

**Student (Full-Time):** This rate is for students who are studying full-time. A copy of a current student card must be provided.

**Student (Part-Time):** This rate is for students who are studying part-time. A copy of a current student card must be provided.

**Companion Card:** Must be produced if supporting a person with a disability to attend.

**Bursary:** Available for people with a disability and carer/family. Please complete bursary application form

## Privacy

Belonging Matters needs the information on your registration form to register you for the event and other purposes that can be reasonably expected. Your information will be used to keep a record of your attendance, price paid, dietary and other requirements and your membership. By giving us your personal information you agree to the collection, storage, use of information in accordance with our [Privacy Policy](#). Belonging Matters will protect the privacy of your personal information. Belonging Matters uses [PayPal](#) to make sure online payments are secure and confidential. A copy of our Privacy Policy is available on our web site or you can contact the CEO.

## Disclaimer

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