

# **Climate Investor Forum Pty Ltd**

## **TERMS AND CONDITIONS**

#### Attendee Cancellation Policy

If you are unable to attend an event, a replacement delegate may be sent in your place at no extra charge. Notification must be made in writing and received prior to the event commencing.

Climate Investor Forum does not provide refunds for cancellations, therefore the invoiced fee remains payable in full.

Climate Investor Forum will make available event documentation to any attendee who is unable to attend and who has paid in full. This includes ondemand access to our online-only events for 12 months. Unfortunately some speakers request their papers and/or presentations are not distributed.

## Attendee Amendment Policy

Downgrading of registrations is not permitted. Registrations may be upgraded at any time.

## **Sharing of Passes**

Climate Investor Forum does not allow shared registrations. Each registration allows admittance of one person only.

## Change of Program Content, Format and/or Event Timing

Climate Investor Forum will endeavour to ensure that conference programs are correct at the time of the event. Unfortunately we may need to alter the program prior to or during the event and reserve the right to do so without notice. We also reserve the right to change the format of the event or postpone the event (where no refund will be issued) or cancel the event (when full refunds will be issued).

Climate Investor Forum will make available course documentation to any delegate who is unable to attend and who has paid in full. This includes on-demand access to our online-only events for 12 months. Unfortunately some speakers request their papers are not distributed. Climate Investor Forum is not responsible for any loss or damage as a result of a substitution, alteration, format change, postponement or cancellation of an event.

Please note: not all speakers choose to provide their papers or presentations.

## Attendee Disclaimer

Any estimates or representations made by Climate Investor Forum as to the number or make-up of event participants are based on market research and experience, and are estimates only and not a guarantee or warranty as to the number, actual identity, purchasing power or level of responsibility of attendees at a Climate Investor Forum event.

## **Group Bookings**

In order to receive a Group Booking Discount, all members of the group must come from the same organisation (or be included on the one invoice), be registered at the same time and registration must be finalised in a single payment.

## Payment

For individual and group attendee bookings only, payment is required either at the time of booking or within 7 days of an invoice being issued. No admittance will be granted where payment has not been received in full, unless a prior arrangement has been made in writing with Climate Investor Forum. If booking within 7 days of the event start date, full payment is required and due at the time of booking. For all other commercial sponsorships/partnerships, please refer to your agreement/contract for payment terms.

## **Commercial Sponsors/Partners**

Please refer to your sponsorship/partnership agreement/contract for additional terms and conditions (including payment terms).

## **Privacy Act Note**

Our events are promoted by a number of supporting organisations that may send you marketing material for our events on our behalf. If you do not wish to receive direct mailings from Climate Investor Forum, please email <a href="mailto:network@climateinvestorforum.com">network@climateinvestorforum.com</a>. We will then remove your details from any of our internal mailing lists but cannot guarantee that you won't receive information about our events from supporting organisations.

## Contact by 3rd Party Notice

From time to time Climate Investor Forum makes our attendee lists available to partners and sponsors of specific events. If you do not wish to be contacted directly by 3rd party partners and/or sponsors, please email <a href="mailto:network@climateinvestorforum.com">network@climateinvestorforum.com</a>. We will then remove your details from our 3rd party mailing lists.