

## Registration Terms and Conditions - IOSCO 2019 Annual Meeting

When registering to attend the IOSCO 2019 Annual Meeting, you accept these terms and conditions.

### Registration Fees and Entitlements

Registrations will open on Wednesday 19 December 2018 and close on Friday 3 May 2019.

All amounts shown and to be paid are in Australian dollars (A\$), inclusive of the Australian goods and services tax (GST). No additional amount will be collected for value added tax (VAT). Participants will determine and pay for VAT imposed on them under their domestic laws.

### IOSCO Members

The registration fee of A\$3000 entitles IOSCO members access to the following events (collectively, the '**Event**'). Early bird discount does not apply.

- 13 - 15 May 2019 IOSCO Members Private Meetings (as applicable)
- 13 May 2019 IOSCO Members Welcome Cocktail Reception
- 15 May 2019 IOSCO Members Private Dinner
- 16 - 17 May 2019 two-day ASIC Annual Forum (a public forum)
- 16 May 2019 ASIC Annual Forum/IOSCO 2019 Gala Dinner (Annual Dinner)
- Daily arrival tea/coffee, morning tea, lunch and afternoon tea
- [Scheduled airport and social event transfers](#)

### IOSCO Members' Partners

For a fee of A\$1200, IOSCO members may register partners aged over 18 to participate in evening social events and associated airport and social event transfers:

- 13 May 2019 IOSCO Members Welcome Cocktail Reception
- 15 May 2019 IOSCO Members Private Dinner
- 16 May 2019 ASIC Annual Forum/IOSCO 2019 Gala Dinner (Annual Dinner)

### Please note:

Fees are fixed and not apportioned for individual events.

The 2019 Annual Dinner is open to non-IOSCO members who attend the public forum.

Tickets for partner social events are restricted to IOSCO members. If your partner chooses to attend the public forum to be held on 16-17 May 2019, an additional fee with an early bird discount, ending on Friday 12 April 2019, applies.

Schedules for associated transfers are limited. Delegates may need to arrange and pay for their own transfers if travelling outside scheduled departures, or if capacity is full.

**These terms and conditions also apply to registrations by non-IOSCO members eligible to attend any part of the Event.** The words 'delegate' and 'you/your' include any such registrants.

### Registration Process

Registration is exclusively on-line through the registration system accessed via the [IOSCO 2019 Sydney website](#). All mandatory fields must be completed.

IOSCO members must pre-register to receive information related to their registration,

including a link to register in their correct IOSCO membership category.

Your name and personal details must match your 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 for entry to Australia may be rejected as incomplete or invalid.

Only completed registration forms will be accepted and must include a current digital passport photo in JPEG format.

## Event Registration Manager

The official IOSCO 2019 Annual Meeting 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.

Registrants' express consent is essential for processing of personal data\* under Australian and EU privacy laws. Please read the [Arinex Privacy Policy](#) and [ASIC Privacy Policy](#) to provide your informed consent. (\*A reference to 'personal data' in these terms and conditions include 'personal information').

## Payment Methods

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

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

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

Payment can be made via:

### Credit Card

Accepted credit cards: MasterCard, Visa and American Express. Please note all transactions by credit card will appear on your statement as payment to 'Conference by Arinex Pty Ltd'.

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

### Electronic Funds Transfer (EFT) - please note the details below:

- 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 payment reference and forward your remittance advice to [delegateservices@arinex.com.au](mailto:delegateservices@arinex.com.au).**

## Taxation

Registration fees are inclusive of the Australian goods and services tax (GST) of 10%. No additional amount will be collected for VAT.

You are responsible for clarifying your taxation status and complying with your obligations under your domestic laws.

## Why Register Early?

All Event venues, social events, accommodation and associated transfers have capacity based on our estimates. Access may not be guaranteed if demand exceeds our estimates.

You should register early to secure access to the Event, help facilitate our planning and communication and to obtain an entry visa as required for timely travel to attend the Event in Sydney.

## Cancellation Policy

Cancellations on or before **Friday 12 April 2019** will receive a refund with a **A\$250 cancellation fee** deducted from the registration fee, to cover our costs for registration administration and cancellation of external supplies. Cancellations after this date will receive no refund. A delegate of an IOSCO member unable to attend may elect a new delegate from their organisation holding the same IOSCO permissions to attend on their behalf. Upon confirmation of transfer, the elected delegate must provide a recent digital passport photograph in JPEG format.

Cancellations and request for registration transfers must be notified in writing to the [IOSCO 2019 Sydney Meeting mailbox](#).

No refund will be granted for cancellation of speakers, lack of space at an Event venue, or cancellation of any activity for *force majeure*, or any event beyond our reasonable control. Cancellation and refunds for booked accommodations are at the discretion of the accommodation venues.

## Delegate Travel Responsibilities

You are responsible for arranging your own visas, flights, accommodation, relevant travel documentation, travel and health insurances, and foreign exchange.

## Visa requirements

You should check and verify your visa requirements and the appropriate timing for visa applications:

- Online at <https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/online>; and <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/visit>; or
- At your nearest Australian visa or immigration offices published at <https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations>.

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.

## Visa Support Letter

An email confirmation will be issued to you upon your completion of registration, together with a tax invoice for EFT payment, or tax receipt for your credit card payment. The email will contain details of the Event, including your full name and the dates of your registered events.

You should ensure your name details match the details contained in your passport. You should

attach a copy of the confirmation email and tax invoice/receipt in support of your visa application.

A visa support letter may be issued only in exceptional circumstances as permitted by the Australian Department of Home Affairs. Please contact [iosco2019sydney@arinex.com.au](mailto:iosco2019sydney@arinex.com.au) if you have any queries.

#### Please note – for IOSCO members' delegates:

- Your registration details will be compiled and provided to Australian immigration (including your nearest Australian Embassy and Consulate) and border protection agencies, to facilitate any required visa applications and border entry, and to assist with the immigration process.
- 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 into Australia.
- A failure to obtain a visa or gain border entry will not be a ground for refund of any fees. However, we may, in 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 email to the [IOSCO 2019 Sydney Meeting mailbox](#) by no later than Friday 12 April 2019.

#### Accommodation

A selection of Sydney city hotels with negotiated rates have been secured for Event attendees. For further information, and to view the cancellation policy, please visit the [IOSCO 2019 Sydney website](#).

#### Transfers

Scheduled shuttle transportation between Sydney International Airport and the conference venue and other contracted hotels; and between the conference venue and official dinner venues will be provided. Please view the transfer schedule at the [IOSCO 2019 Sydney website](#).

This is a complimentary service and high demand may affect its availability. You may need to arrange and pay for your own transportation where capacity is full, or for your own convenience.

#### Modification of Program

IOSCO and ASIC Event organisers reserve the right to make changes to the Event program, including presenters and sessions where necessary.

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

#### Ramadan and other cultural or dietary requirements

The Event will be held during Ramadan. To help us plan and arrange to set up the following facilities, Muslim delegates should indicate in their registration whether they intend to use:

- The prayer room facilities at the Event venue at Hilton Hotel Sydney.
- The IFTAR meal facilities at the Event venue at Hilton Hotel Sydney.

Please make your own inquiries if you require other facilities for observing Ramadan, or any other cultural or religious requirements.

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, IOSCO and their 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 IOSCO Annual Meetings and any future ASIC Annual Forums) or obligations imposed by laws on ASIC, IOSCO, or their respective officers and Event organisers.

You expressly consent to the above disclosure and use of confidential information provided by you. For any information that is personal data under privacy laws, the provisions under 'Privacy Consent' below also apply.

## Privacy Consent

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

You agree to the processing and use of your personal data in accordance with our policies. You are further informed, and you expressly agree to the following use and processing of your personal data:

- **List of Participants (IOSCO delegates)** - if attending the IOSCO 2019 Annual Meeting and associated social events, the compilation of a list containing the participant's names, organisations, official designations/titles, jurisdictions and email addresses, including your personal data.
  - A draft list of participants will be circulated before the Event to IOSCO, each registered delegate and speaker, and the Event organisers and suppliers of this part of the Event.
  - A final list of participants will be published online after the Event, on the members' area of the IOSCO website.
- **List of Participants** - if attending any part of the Event including the ASIC public forum and related social events:
  - A list will be compiled containing the names, organisations, jurisdictions and necessary contact details of all participants including you and any speaker and host of that event, and

- The list will be circulated to all participants and service providers (as necessary), to facilitate the supply of goods or services and your participation and interactions with others at that event.
- **Photographs and audio-visual recordings** - IOSCO, 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 IOSCO members, delegates and other participants;
  - Use in printed and electronic media (including on the Internet) for research, education, publication, broadcasting, news reporting, video streaming, display, exhibitions and promotional purposes associated with ASIC or IOSCO; and
  - Official reports prepared by IOSCO and ASIC, including in their Annual Reports.
- **Partner's personal data and specifically authorised purposes** - You are responsible for obtaining your partner's informed consent to our processing, collection and use of their personal data to facilitate their registration and for any other purposes related to their participation in the Event.
  - You undertake to provide written evidence of their informed consent if and when requested by us.
  - You expressly consent to our processing, or disclosure and use, of your and your partner's personal data for the purposes identified under 'Confidential Information' above.

**You are required to agree to each of the above statements on the collection, disclosure and use of your personal details before you can submit your registration form.**

**Please note that you may withdraw your consent by notifying the [IOSCO 2019 Sydney Meeting mailbox](#) in writing by 13 April 2019.** However, 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 IOSCO 2019 Sydney website are subject to change without notice.
- IOSCO, ASIC and their Event organisers will not assume any liability whatsoever. You are required to:
  - Obtain your own insurances to cover your 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 IOSCO 2019 Sydney 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 the **IOSCO Liaison Officer** [IOSCO 2019 Sydney Meeting mailbox](#).