

Terms and Conditions

for The Goodfellow Symposium and Associated Workshops 2020

Registration Terms and Conditions

- All prices are in New Zealand dollars and include Goods and Services Tax of 15%.
- If you cancel your registration prior to 3 February 2020 you will receive a refund less a cancellation fee of NZ\$100.00. Cancellations made after 3 February 2020 will not be refunded.
- Full payment for registration fees must be received prior to the Symposium and/or Workshops.
- The Privacy Act 1993 provides that, before your name and contact details can be published in a list of participants you must give your consent. If you select 'Yes, I do want my details to be included in the list of participants' on the registration form or by email, your details may be distributed to:
 - (a) Symposium delegates, sponsors and exhibitors
 - (b) Organisers of future Goodfellow Unit events
 - (c) Included in the Symposium App
- If, for reasons beyond the control of the Organising Committee, the Symposium or Workshops are cancelled, registration fees will be refunded after the deduction of expenses already incurred.
- If travelling from out of town, we recommend you take out personal travel insurance for the duration of your stay.
- By registering for the Goodfellow Symposium or associated workshops you are confirming consent for any video and photographs taken at the Goodfellow Symposium which you are in may be used by The Goodfellow Unit in promotion of the Symposium.

Personal Data Collected

[Click here](#) to view the Data Processing Consent Policy.

- We ask for your personal data to facilitate your participation in this event. Your data will be used solely for this event and under no circumstances be sold or used for other purposes.
- Your personal data will be automatically anonymised 24 months after the conclusion of this event.
- You retain the right to request that we forget or anonymise your personal data. If you have attended any event with us, we will retain any financial, tax or event attendance records for reporting reasons, but on request, will remove all personal data from our database, leaving an anonymised" record for reporting reasons. Please contact us at goodfellow@theconferencecompany.com with any inquiries you may have.
- Your data may be shared with other logistical organisations and third parties in order to deliver this event. Only data relevant to their specific role will be made available to them. Please see the Data Processing Consent Policy for a list of third parties

Accommodation Terms and Conditions

- All prices are in New Zealand dollars and include Goods and Services Tax of 15%.
- Please read the terms and conditions carefully as strict cancellation policies are in place at all hotels.

Sebel Manukau

- Upon booking, you will be asked to enter your credit card information into the online booking form. A charge for your full stay will be charged against this credit card by the hotel on the week commencing the 23rd of December. If you make your booking after the 23rd of December, your credit card will be charged within a month of you making the booking.
- Cancellation of your booking after the 23rd of December or failure to check-in on the arrival date you have specified may be subject to a cancellation fee equal to 100% of the accommodation charge, and any payment made will not be refunded.
- Room configurations are subject to availability and will be requested to the hotel but cannot be guaranteed.
- Extra beds cannot be placed into Superior Guest Rooms.
- All guests will be required to provide credit card details for pre-authorisation on check-in. If the guest does not wish to use their credit card then a deposit will be required on check-in.
- All guests are responsible for settling the remaining balance and any additional nights booked while at the hotel and any incidentals incurred upon departure. Please be advised the hotel will apply a surcharge to all credit card payments, payment by cash or EFTPOS will not incur a surcharge.
- Check-in time is 2:00pm. Check-out time is 11:00am.

Ramada Manukau

- Upon booking, you will be asked to enter your credit card information into the online booking form. A charge for your full stay will be charged against this credit card by the hotel on the week commencing the 24th of February. If you make your booking after the 24th of February, your credit card will be charged within a week of you making the booking.
- Cancellation of your booking after 18 March, 2020 or fail to check-in on the arrival date you have specified, the payment will not be refunded.
- Room configurations are subject to availability and will be requested to the hotel but cannot be guaranteed.
- All guests will be required to provide credit card details for pre-authorisation on check-in. If the guest does not wish to use their credit card then a deposit will be required on check-in.
- All guests are responsible for settling the remaining balance and any additional nights booked while at the hotel and any incidentals incurred upon departure. Please be advised the hotel will apply a surcharge to all credit card payments, payment by cash or EFTPOS will not incur a surcharge.
- Check-in time is 2:00pm. Check-out time is 10:00am.