

## TERMS & CONDITIONS

**EVENT** – refers to the 2025 Australian Performing Arts Exchange [APAX] held between 11 – 15 August 2025, and the Know Before You Go online session on 31 July 2025.

**DELEGATE** – is any person who has purchased a registration for the 2025 Australian Performing Arts Exchange [APAX].

By engaging with the Event, you agree to act with courtesy and respect; and actively participate in ensuring a culturally, physically and psychologically safe Event.

**Event Schedule** - The Event schedule, speakers, presentations, sessions and activities are correct at the time of publishing; however, PAC Australia reserves the right to alter these without notice and is not responsible for any loss or damage incurred as a result.

**Registration** – Registration for the Event includes access to the Event sessions and Events included in the registration selected and paid for.

The additional delegate registration types are reserved for additional people from the same organisation; for venues this is as defined by PAC Australia's Multiple Venue Policy <https://paca.org.au/wp-content/uploads/2018/03/Multiple-Venues-Policy.pdf>

All delegates will receive confirmation of registration via email. It is the responsibility of registrants to ensure they have purchased the correct registration for their needs.

Any changes to registrations once the registration confirmation is issued are subject to the cancellation and transfer conditions below.

Admission to the Event or access to the APAX platform is not permitted until payment is received by PAC Australia.

**Non-Member Delegates** - Non-members are not eligible for Member discount ticket prices. You may, however register for a Member ticket provided an application to join PAC Australia is made within 48 hours at <https://paca.org.au/membership/join-pac-Australia/> to become eligible for Event registration discounts. Formal notification regarding the status of your application along with membership fees payable will then be provided separately to the registration process.

**Admission** – Those attendees who are not registered for the entire Event may not attend beyond the sessions which they are registered for.

PAC Australia (and the venues) reserve the right to deny admission or remove from any in-person Event/session any person who:

- is not registered for the Event and/or that session
- has not made payment in full
- is deemed a threat to other attendees or to proceedings
- is non-compliant with safety measures required by the venue, PAC Australia or the Government as advised on the APAX 2025 website, at the venue or by PAC Australia or venue staff
- is not wearing their name badge or suitable identification is not available.

### **Cancellations and Registration Changes**

If the Event cannot be held or is postponed due to circumstances beyond the control of PAC Australia, or you are unable to attend for any registered portion of the Event, PAC Australia shall not be liable for any and all damages, costs or losses incurred.

Change of registration – Should a registered delegate wish to change from one type of registration to another they must advise PAC Australia in writing by COB Monday 4 August 2025. If this request is approved, PAC Australia will adjust the registration type purchased and the new registration fee is payable, plus an administration fee of \$55. No refunds are possible for any requests received after this date.

Transfer of registration: Should a registered delegate no longer be able to attend the Event (including any functions and networking events), their registration can be transferred to another delegate from the same organisation prior to the commencement of the event. Requests to transfer a registration must be made in writing to PAC Australia by COB Monday 4 August 2025.

We cannot guarantee the update of any delegate materials if the request to transfer credentials is received within ten days of the start date of the Event.

Cancellation: Should a registered delegate wish to cancel their registration to the Event we will refund their registration fee less an administration fee of \$55.00 per registered attendee, provided we receive notice in writing by COB Monday 4 August 2025. For cancellations advised after this date we will refund 50% of their registration fee less an administration fee of \$55.00 per registered attendee.

The delegate is still liable for the balance of the registration cost (plus the administration fee) even if payment had not already been made for the registration.

Cancellation with Funding: If you cancel your registration (under any circumstances or at any time) or, for whatever reason do not attend the Event, and you have received any funding or financial support from PAC Australia to attend the Event, you must repay that amount back to PAC Australia. An invoice will be issued to you.

**Recording, Photography & Social Media** – No professional photography or videography is permitted at any time during the Event without media credentials which must be obtained from PAC Australia. Photography and videography for social media purposes are encouraged provided that performance material is not shared in full and the artist or speaker is referenced. Photography policies from individual artists or organisations may vary from PAC Australia's policy.

Professional photographs, audio and video may be captured throughout the Event proceedings. All attendees hereby grant PAC Australia permission to use any photos or video in which they may appear. Should you wish to not have your image published you should notify the organisers.

**Privacy** – Delegate registration & contact information is collected as per the Privacy Policy available on the registration site and used in accordance with PAC Australia's own Privacy Policy which is available at <https://paca.org.au/privacy-statement/>

The Event registration system is hosted by Swapcard. Read Swapcard's Privacy Policy here: <https://www.swapcard.com/legal/privacy-policy>

A delegate list will be available on the APAX delegate-only platforms including delegate name, organisation, email address, state, attendance days and artform interests. An opt-out is provided in the registration process if you do not want your details included. You may also contact [admin@paca.org.au](mailto:admin@paca.org.au) to have your details removed. Your name, organisation and headshot will be available on the 'Who's Coming' page of the public website.

**Liability & Theft** – PAC Australia is not responsible for property that is lost, stolen or damaged at any time during the Event, however the organisation takes such instances of

loss very seriously and will investigate to the best of its ability. PAC Australia may also direct anyone who reports a lost or stolen item to the venue and/or the proper authorities.

**Changes** - PAC Australia reserves the right, at our sole discretion, to modify or replace these Terms at any time. If a revision is material we will try to provide at least 30 days notice prior to any new terms taking effect. What constitutes a material change will be determined by PAC Australia. By continuing to participate in the Event after those revisions become effective, you agree to be bound by the revised terms.

#### **ENTIRE AGREEMENT**

Subject to any amendments to the Event registration forms, the terms and conditions listed here constitute the entire agreement between PAC Australia and its delegates. This entire agreement supersedes all prior discussions, negotiations and agreements in relation to the Event.