



# 58<sup>th</sup> Annual Meeting of the Pacific Association of Pediatric Surgeons **13-17 April 2025**

Join us at the Sofitel Melbourne on Collins, Australia



## **TERMS AND CONDITIONS**

The 58th Annual Meeting of the Pacific Association of Pediatric Surgeons is also known as PAPS 2025.

The meeting will be hosted 13 April to 17 April 2025 at Sofitel Melbourne on Collins.

These Terms and Conditions extend to the social functions hosted by PAPS and MCI during the meeting.

### **Registration/Payment**

#### **Registration**

- Early bird registrations will be accepted until **11:59 PM PWT, 03 February 2025 (5.59 PM AEST, 04 February 2025)**.
  - Should your Early Bird registration remain unpaid until **11.59 PM PWT, 17 February 2025 (5.59PM AEST, 18 February 2025)** registrations will be upgraded to the regular rate.
- As of **06.00PM PWT, 12 April 2025 (12.00AM AEST, 13 April 2025)**, the on-site rate applies for every new registration.

#### **Payment Conditions**

- All payments are to be made in AUD. Please indicate the event “PAPS 2025”, the participant’s name, and the invoice number on all payments.
- Payment is due on receipt of the invoice. If payment is not provided on time, your registration may be cancelled.
- Full payment of all items is requested when registering (by credit card or by bank transfer).
- From **12.00 AM PWT, 9 March 2025 (06.00 PM AEST, 10 March 2025)**, only payments by credit card will be accepted.
- All costs are to be borne by the ordering customer. Please note that payments made by bank transfer could be subject to fees payable to your local bank.
- Payment by personal cheque is not accepted.

As a global company with our headquarters in Geneva, our merchant facility is located in Switzerland. Rarely an additional fee is charged, either as a result of an international

transaction fee or a charge made by your bank. Unfortunately, we cannot work out exactly in what instances this does occur, 'however, we will refund any international transaction fee incurred by affected delegates. Please contact the registration team to make these arrangements.

### **GST (Goods & Services Tax)**

Registration fees include 10% GST. Tax invoices issued will indicate the total GST included in the transaction.

### **Methods of payment**

- Credit card: only MasterCard and Visa are accepted. All online card payments are subject to a 3.1% processing fee.
- Bank transfer – please make your payment to:

Bank: National Australia Bank

Bank account name: MCI Australia

BSB: 084255

Account number: 59 650 0566

SWIFT code: NATAAU3302S

**Any bank fees associated with the transfer are the responsibility of the customer.**

### **Registration Modifications and Cancellation Conditions**

#### **Cancellation Policy**

- All cancellations must be communicated in writing to MCI Australia (meeting managers) via [info@papsmeeting.com](mailto:info@papsmeeting.com).
- For cancellations received on or before **11.59PM PWT, 8 March 2025 (5:59 PM AEST, 9 March 2025)** will be refunded in full, less 25% administration fee.
- No registration refunds will be made after this date.
- Refunds will be processed after the event according to your payment method.

#### **Transfer of registration**

As an alternative to cancellation, your registration may be transferred to another member of your organization. Registration transfers must be sent in writing to the PAPS 2025 registration team at [info@papsmeeting.com](mailto:info@papsmeeting.com).

A handling fee of AUD 40 per registration will be charged for every registration modification received after **8 March 2025**.

### **Postponed Event policy**

In the event the annual meeting is postponed, existing paid registrations will automatically be transferred to the new meeting dates. For existing paid registrations, you will receive a communication confirming the successful transfer of your registration. If you do not wish to proceed, notification in writing will be required no more than 30 days from the announcement date to receive a 100% refund. After this date, the standard cancellation policy will be applied.

### **Cancelled Event Policy**

A 100% refund is applicable in the event of meeting cancellation (excluding fees and bank charges).

### **Force Majeure**

PAPS, the hotels, and MCI Australia are not responsible for either the partial or total non-execution of the contract in the event of technology failure, accident, an act caused by a third party, such as Acts of God including, without limitation, credible threats of natural disaster in the geographic vicinity, war, curtailment or interruption of transportation facilities, threats or acts of terrorism or similar acts, governmental travel advisory, a governmental elevation of the terrorism alert level, civil disturbance, the issue of a Travel Warning by the World Health Organization or any other cause comparable events or disaster beyond the parties' control which prevents the platform from accommodating the clients of MCI Australia for the event or if for the same reasons the event is cancelled by MCI Australia.

### **Social Functions**

- PAPS 2025 reserves the right to cancel or vary social functions if minimum numbers are not reached.
- Due to catering commitments, we cannot refund social functions and additional ticket cancellations less than 60 days prior to the event.

### **Accommodation and travel**

- Please refer to the hotel's individual cancellation policy to ensure you are aware of cancellation penalties that may be applicable at your chosen hotel. Accommodation cannot be confirmed without a valid credit card.
- Please refer to the hotel's individual payment policy as this may vary for when payment is due.
- Cancellations in whole or part may incur a penalty at the hotel's discretion.

## **Closure of a hotel**

- Should hotels promoted by PAPS 2025 close prior to the meeting, MCI Australia (meeting managers) will assist to seek any pre-payment made by a delegate direct to the hotel and offer alternative options to the delegate. As the contract is directly between the hotel and the delegate, no guarantee can be provided by MCI Australia for any compensation. MCI will not be financially liable for any financial loss.
- When booking a hotel, be aware of the terms and conditions of the hotel you are entering into an agreement with.

## **Restrictions to travel**

MCI Australia recommends ensuring travel to the state of Queensland, Australia is permitted. In the event Domestic or International restrictions apply, MCI Australia will not cover any expenses related to restrictions to travel to Queensland, Australia during the PAPS 2025.

## **Insurance and Liability**

It is recommended that participants obtain adequate coverage for travel, health, and accident insurance before they depart for the meeting. MCI Australia, PAPS, the Brisbane Convention and Exhibition Centre, and any meeting hotels cannot accept responsibility for personal injuries, or loss of, or damage to, private property belonging to the meeting participants and accompanying persons.

## **Data Privacy Policy**

For further information on how your data will be used, we invite you to carefully read the Data Protection and Privacy Policy: <https://www.mci-group.com/privacy-statement>

## **Privacy Statement**

- The provided name and contact information, including electronic address, may be used by parties directly related to the event such as the meeting managers and approved stakeholders, for relevant purposes such as promotion, networking, and administration of this, and future events of this type. If you do not consent, please email [info@PAPSmeeting.com](mailto:info@PAPSmeeting.com)
- In addition, your name, organization, and country/state of origin may be published on the delegate list which may be provided to delegates, exhibitors, and sponsors at the meeting. If you do not wish your details to be included in this list, please email [info@papsmeeting.com](mailto:info@papsmeeting.com)

## **Email Communication**

- By providing your email address, you consent to be contacted by this method in relation to this event and future events of this type.

- If you do not wish your details to be used for any of the above purposes, please email [info@papsmeeting.com](mailto:info@papsmeeting.com)

### **Release and waiver of liability**

- PAPS, the hotels (Sofitel on Collins Melbourne), the Sofitel Melbourne on Collins, State Library, Melbourne Cricket Grounds (MCG), and MCI Australia are not responsible for either the partial or total non-execution of the contract in the event of a technical fault, accident, natural disaster (either threatened or actual), in war, curtailment or interruption of transportation facilities, threats or acts of terrorism, governmental travel or terrorism advisory, Strikes, Lockout, civil disturbance, the issue of a Travel Warning by the World Health Organization or any other cause beyond the parties' control which prevents access to the platform for the event, or if for the same reasons the event is cancelled by MCI Australia.
- The Meeting Managers may at their entire discretion repay the delegate fee paid by the participant, or part thereof, but shall be under no obligation to repay the whole or part of such delegate fee, and shall be under no liability to the participant in respect of any actions, claims, losses (including consequential losses), costs or expenses whatsoever which may be brought against or suffered or incurred by the participant, as the result of the happening of any such event.

### **Photography/Videography disclosure**

As a registered participant, you agree to grant permission for PAPS and MCI Australia to use your likeness in a photograph or video in any and all of its publications and presentations, including website entries, without payment or any other consideration; to authorize PAPS and MCI Australia to edit, alter, copy, exhibit, publish or distribute the photograph or video for purposes of publicizing PAPS programs or for any other lawful purpose; to waive the right to inspect or approve the finished product, including written or electronic copy, wherein your likeness appears, that these materials will become the property of PAPS and MCI Australia.

### **Acceptable attendee behaviour**

- The 58th Annual Meeting of the Pacific Association of Pediatric Surgeons aims to create a professional and respectful environment for all attendees. Therefore, it is expected that all delegates behave in a professional and respectful manner towards other attendees, presenters, and Meeting Managers.
- This includes communicating in a respectful and appropriate manner, complying with event rules and regulations, respecting intellectual property, avoiding disruptive behavior, and respecting confidentiality.
- Any delegate who violates these expectations may be asked to leave the event without refund.