



RCSA Australia & New Zealand
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terms & conditions for RCSA events

WHICH EVENTS ARE COVERED:

Events are bound by these terms and conditions where the event accepts online registrations or otherwise specifically states that it is bound by these terms. By booking for a function, you are agreeing to be bound by the rules of booking for the event.

PAYMENTS:

Payment is required with booking. The Tax invoice Email (if an online registration or Registration Form (if a paper-based registration) is a Tax Invoice to assist you with GST reporting. Receipts are not issued, so please keep a copy of your Tax Invoice as proof of payment.

Australian Direct Deposits: If paying by direct debit please deposit your payment to:

Account Name: RCSA Ltd
Bank: Bank of Queensland
BSB: 124 001
Account Number: 20149331

Reference: Please include the banking reference on the form and your company name.

New Zealand Direct Deposits: If paying by direct debit please deposit your payment to:

Account Name: RCSA Ltd
Bank: BNZ Christchurch Branch
Account Number: 02 0800 0681385 00

Reference: Please include the banking reference on the form and your company name.

PRIVACY:

The information we collect about registrants is used to facilitate registration for events, and to notify you of our other related events where permission is given. Registrants' contact details are not disseminated to any party not connected to this event. Your registrants' privacy is assured.

BOOKINGS & CANCELLATIONS:

Bookings must be in writing either through the designated online registration portal or through a paper-based registration form detailing all particulars, as requested on the online or paper registration form.

For group bookings, please include a list of all attendees in the same booking.

Full refunds of fees for cancellations of bookings will be honoured where more than three (3) Business Days' written notice is provided. Please note that failure to return communications from the RCSA will not be deemed a cancellation.

If, for whatever reason, you book and are unable to attend, you may send a substitute by providing their name in writing to the RCSA prior to the event.

FURTHER INFORMATION:

The information we collect about registrants is used to facilitate registration for events, and to notify you of our other related events where permission is given. Registrants' contact details are not disseminated to any party not connected to this event. Your registrants' privacy is assured.

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