



Aotearoa NZ Immunisation Conference 2025 & pre-conference Workshop

Terms & Conditions

Payment options

Payment is by credit card. Upon successful registration, a receipt will be emailed.

If your organisation has given approval to pay your registration fee and has requested an invoice for payment, please email imacevents@auckland.ac.nz with the following details:

1. Contact name
2. Organisation name & address
3. Email address for the invoice & organisation accounts email
4. Purchase order number (if applicable)
5. Names and email addresses for participants
6. Which events participants wish to register for (please note, we are not able to issue invoices for Conference via Zoom sessions)

Payment of invoice is due within 14 days of the date of your invoice, or immediately if the event will be held in less than 14 days between the invoice and date of event. Full payment must be received before the event. A promo code for registration is provided to the participant/s after payment is received.

Transfer of registration

On request, your paid registration can be transferred to another colleague within your organisation if you are unable to attend the event. Please provide name & email address of colleague for transfer purposes. Otherwise please refer to 'Refunds' below. We are unable to hold payments in credit for the following year's event.

Sickness

If you are unwell, please let us know as soon as possible before the event date by emailing imacevents@auckland.ac.nz. If you are unable to transfer your registration to a colleague, we will provide a refund in accordance with the refund terms below.

Refunds

Request	Event type	Surcharge
Up until 29 August a partial refund will be provided	Workshop & Conference	\$150 non-refundable
	Conference only	\$120 non-refundable
	Workshop only	\$100 non-refundable
	Conference via Zoom	\$30 non-refundable
	Evening event	\$30 non-refundable
After 29 August no refund will be provided		

- Refund surcharges are to cover administration and/or catering
- To avoid surcharge, registration may be transferred to a colleague if preferred instead
- Transfer from in-person event to online plenary, above surcharges apply

Event non-attendance

A refund cannot be issued if you do not turn up on the day of the event.

Cancellation of event

IMAC reserves the right to cancel the Workshop and/or Conference due to unforeseen circumstances. If possible, participants will be notified of cancellation at least 14 working days before the event. A full refund will be provided.