



Association Management Systems (AMS)

Thursday 17 April 2024 – Online presentations

Presenting companies will receive a complete list of delegates that attend the event, with incitation of the delegates that attended your session.

An online exhibition area will be available pre and post presentations for you to 'be online', to speak to delegates, if they require further information. This online area will be able to be branded to your company, with the MC on the day will be prompting delegates to utilise this.

The online system for the presentations is Delegate Connect delegateconnect.co

AuSAE Demo days terms and conditions – presenting company

- Each presentation is to be no more than 20 minutes in length with an additional 5 minutes for Q&A. Total time 25 mins.
- Presentations can be presented live or recorded, however if recorded the presenter must be present during the allotted time of presentation for Q&A. The preference is to a live presentation.
- All slides (and recording – if recorded) are to be received 24 hours pre the presentation.
- AuSAE may use the presenters name and presentation materials for promoting delegate attendance at our events.
- Presentations and papers including all associated artwork and illustrations will not be returned unless specifically requested by the author.
- AuSAE will audio and/or video tape the speaker's session and the recording may be reproduced on an on-demand type service to AuSAE members and sector-based employees. This may allow delegates to purchase audio/video copies of presentations that they may have been unable to attend.
- Any acknowledgement regarding Copyright or support should be included at the end of the abstract/presentation, as these will be distributed to delegates.
- Presenters who do not wish to give permission for the above terms and conditions, please email brett@ausae.org.au before the commencement of the event.

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Cancellation/Postponement of Event

- AuSAE reserves the right to make alterations to our event program and timings.
- In the unlikely event of an event being cancelled by AuSAE, a full refund will be made. Liability will be limited to the amount of the fee paid by the supplier.
- In the situation of it being found necessary, for whatever reason, that the event is being postponed or the dates being changed, the organiser shall not be liable for any expenditure, damage or loss incurred by the supplier.
- If by re-arrangement or postponement the event can take place, the booking between the supplier and the organisers shall remain in force and will be subject to the AuSAE cancellation schedule

Payments

- All bookings made prior to AuSAE events must be paid in full to guarantee registration. Once payment has been received, an email confirmation and a receipted invoice will be sent. If payment is not made at the time of booking, registration will be provisional