

Participant Registration Terms and Conditions

People With disabilities WA State Conference 2022

Early bird registrations close: **15 September 2022** Final participant registrations close: **23 November 2022**

Prices

	Early bird until 15 September	Standard after 15 September
Full conference registration (2 days)		
Government/Business: Government/Private Sector or Educational Institution employee	\$440	\$545
Not for profit (NFP): Non-profit community organisation employee	\$345	\$425
Volunteer/student: unwaged* volunteer, jobseeker or student	\$210	\$260
Person with a disability[^] or family member/carer (waged*)	\$170	\$215
PWdWA Full Member (at time of Registration)[^] (waged*)	\$155	\$200
Person with a disability[^] or family member/carer (unwaged*)	\$45	\$55
PWdWA Full Member (at time of Registration)[^] (unwaged*)	\$35	\$45
One day registration		
Government/Business: Government/Private Sector or Educational Institution employee	\$285	\$355
Not for profit (NFP): Non-profit community organisation employee	\$225	\$275
Volunteer/student: unwaged* volunteer, jobseeker or student	\$135	\$170
Person with a disability[^] or family member/carer (waged*)	\$110	\$140
PWdWA Full Member (at time of Registration)[^] (waged*)	\$100	\$130
Person with a disability[^] or family member/carer (unwaged*)	\$30	\$35
PWdWA Full Member (at time of Registration)[^] (unwaged*)	\$25	\$30

* Waged means you have paid employment, excluding disability funding or income support such as NDIS or Centrelink payments.

[^] Anyone who self-identifies as having a disability or mental health issue is considered eligible. Disability means any condition that restricts everyday activities including intellectual, psychiatric (mental health), cognitive, neurological, sensory or physical impairment.

Who can register?

1. **Everyone is welcome** to attend the conference.
2. Registrations are only available for **specific, named individuals** who will be attending the conference.

It is **not possible to purchase generic places** where the attending participant is not yet known. This is because in order to register someone, we require individual information such as their dietary needs, access requirements and contact details.

3. **Registrations may not be shared between participants.** Each person must register separately, and places may not be "split" between people. However, you may purchase a single day registration if you cannot attend the whole event.

How to register

4. Registration **occurs online**, using our electronic system. People who have difficulties with the electronic form should contact Evolve WA on (08) 6117 5520, for individual assistance.
5. Payments must be made **online** via the electronic registration system. This electronic payment system is used because it keeps administrative costs down and therefore minimises registration fees.
6. Places cannot be held without payment.
7. Participants unable to pay online **may request an invoice**.

Assistance and inclusion

8. As a conference designed by and for people with disabilities, we aim, within the limits of our budget, to **showcase best practice in inclusive event management**.

We encourage participants to **contact us** with questions or requests regarding access and inclusion or to tell us what would make this event more rewarding and comfortable for you.

9. This conference welcomes the [Companion Card Program](#) and there will be no charge for Companions to attend. Companions do not need to register separately but must be listed on the registration form of the participant they are assisting if they are not also attending as a participant in their own right.
10. This conference **welcomes assistance animals**, but please list your animal on the registration form to ensure everyone is accommodated.
11. People who have difficulty using online forms or who otherwise require assistance registering will be **provided with help on an individual basis**. Please contact us on (08) 6117 5520 or evolve@evolvewa.com.au for details.

12. The conference venue and programming includes a **range of accessibility measures**. Our plans will be adapted to fit the exact needs of people attending, but for example:

- ✓ Accessible venue including entrances, lift, corridors, doorways, catering tables
- ✓ ACROD parking and toilets
- ✓ Venue hearing loop available
- ✓ Assistance animals welcome
- ✓ Accessible website and documentation with other formats available upon request
- ✓ Companion Card welcome
- ✓ Transport and catering assistance to meet participant needs
- ✓ Live captioning
- ✓ Auslan interpreters provided
- ✓ Support workers available to assist conference participants
- ✓ Quiet space/wellbeing room provided for those needing time out from conference activities
- ✓ Individual support to suit your needs

13. Please **use the registration form to advise us** what else might assist you or help make the conference more accessible and enjoyable, or contact us for a chat any time.

Cancellations

14. Cancellations received in writing (evolve@evolvewa.com.au) by **20 November 2022** will be accepted and all fees refunded, less an administration fee of \$30.
15. Cancellations received after **20 November 2022** will not be refunded but may be transferred to another person in accordance with clauses 16 and 17.

Changes to details and preferences

16. Electronic changes to conference participant registrations may be made up until **5pm, 23 November 2022**. Changes should be made using the “edit” function available for your booking in the online registration system and do not incur a charge.
17. After **5pm, 23 November 2022**, electronic changes will not be possible, meaning custom details such as name badges and dietary requirements may not be able to be accommodated. However, in the case of last minute issues, an alternative participant may be sent on the day to replace someone unable to attend.

Photography and video

18. Photographs and video will be taken at the conference by People With disabilities WA and Evolve WA, and used for reporting, showcasing and promotional purposes.
19. By registering, participants are acknowledging that **they may be photographed at some point during the conference.**
20. Our photographer will make every effort to ensure consent. However, consent from individuals is not usually practical for large group and crowd shots.
21. If you do not wish to be photographed, please inform the photographer, who will ensure you are not captured.

Accommodation and travel

22. This is a non-residential conference and all accommodation, travel and transport arrangements and any associated costs are the **responsibility of the individual participant**, except where otherwise specifically agreed by People With disabilities WA.
23. Participants from outside Perth need to organise their own travel and accommodation and everyone is responsible for their own transport to and from the event venue.

We look forward to meeting you there!