

# CONFERENCE *Club*



LOOKING FOR A  
**SIMPLE AND AFFORDABLE**  
WAY TO ATTEND CONFERENCE 2018?

## HOW DOES IT WORK?

Your 2018 Conference registration costs will be divided into easy to manage instalments. Small, regular payments will be made from your nominated credit card each month. The earlier you join, the smaller each instalment will be. Easy!

## ARE YOU OR ONE OF YOUR TEAM MEMBERS NEW TO HARCOURTS?

Then Conference is even more affordable! If you have been with Harcourts for less than 12 months at the time of registration you will receive \$100 off the full price of registration including all evening functions. NB: Accompanying person tickets will be charged at full price.

## WHAT CAN CONFERENCE OFFER YOU?

- It gets you out of your comfort zone
- You'll learn a heap
- You'll meet like-minded people
- Plus, connect with industry leaders
- You'll refresh and reenergise
- You'll stay ahead of the curve
- You'll network and connect
- You'll add value to your business
- You'll grow
- You'll have fun!

## HOW DO I JOIN?

Fill out the registration included in this communication and send it through to the Harcourts Events Team at [events@harcourts.net](mailto:events@harcourts.net).

## WHERE CAN I FIND OUT MORE?

Have a read through the FAQs within this booklet or contact the Harcourts EventsTeam on +61 7 3839 3100 or at [events@harcourts.net](mailto:events@harcourts.net).

# CONFERENCE *Club* FAQs

## WHERE DO I GET A REGISTRATION FORM?

If a registration form isn't with this FAQ sheet you will be able to locate one on the [www.harcourtsevents.com](http://www.harcourtsevents.com) webpage in the Australian section or please contact the Harcourts Events Team on [events@harcourts.net](mailto:events@harcourts.net).

## WHAT IS THE NEW MEMBER PACKAGE?

We are excited to be able to offer people new to the Harcourts family a discounted registration package. To be eligible for the new member special you must have joined Harcourts less than 12 months before the date of registration.

## WHEN WILL HARCOURTS DEDUCT THE FUNDS FROM MY CREDIT CARD?

Harcourts will take payment on the 15th of every month.

## WHAT HAPPENS IF I DO NOT HAVE ENOUGH FUNDS ON MY CREDIT CARD?

It is up to the delegate to ensure they have enough funds on their card on the 15th of each month. If there are insufficient funds on the day of the transaction, the payment will be postponed and reprocessed in three working days. If there are insufficient funds on the second attempt, the registration will be cancelled **with no refund issued**.

## WHAT HAPPENS IF MY CREDIT CARD EXPIRES?

All credit cards must have an expiry date which falls after 30th of May 2018. Conference Club registrations will not be accepted without a valid credit card.

## WHAT HAPPENS IF MY CREDIT CARD IS LOST OR STOLEN OR MY CREDIT CARD DETAILS CHANGE?

If a credit card is lost, stolen or card details change, it is the responsibility of the delegate to inform Harcourts. New credit card information must be provided in writing before the 15th day of the month in order for Harcourts to update the records and for Conference Club payments to continue. If Harcourts are not notified and funds are not received then the registration will be cancelled.

## HOW MUCH WILL BE DEDUCTED FROM MY CREDIT CARD EACH MONTH?

The amount of money that will be deducted will depend on the month the delegate signs up to the Conference Club. Each monthly payment will also incur a 3% credit card surcharge. Please see payment schedule for more information on the Conference Club page on the Harcourts Events website ([www.harcourtsevents.com](http://www.harcourtsevents.com)).

## HOW LONG DO I HAVE TO SIGN UP?

Conference Club is only available for registration before the 11th of January 2018. No Conference Club registrations will be accepted after this date.

## I/MY STAFF MEMBER WILL NO LONGER ATTEND CONFERENCE. CAN I CANCEL?

To terminate your Conference Club registration you must notify us in writing before the 11th of the month. Existing funds and outstanding payments can be transferred to another individual providing they complete a registration form accepting the terms and conditions of the scheduled payments. Cancellations will result in a refund minus a \$100 administration fee. No refunds will be issued after 14 May 2018.

## I DO NOT WANT TO ATTEND THE EVENING FUNCTIONS. CAN I STILL SIGN UP FOR THE CONFERENCE CLUB FOR CONFERENCE REGISTRATION ONLY?

Unfortunately no. Based on feedback, this Club has been specially created to assist delegates in managing their cash flow in the lead up to Conference. It allows them to conveniently manage all their Conference registration costs including the evening functions.

## WHAT ARE THE EVENING FUNCTIONS?

Monday night: Business Partner Happy Hour 5.45pm-7.15pm  
Tuesday night: Networking Party (themed event) 7.00pm-11.30pm  
Wednesday night: International Awards Dinner 7.00pm-11.30pm

