

## Registration Terms and Conditions

These Terms and Conditions govern all in person registrations for the 18<sup>th</sup> Greenhouse Gas Technologies (GHGT-18) Conference to be held at Crown Perth (the **Venue**) from 25 October 2026 to 30 October 2026 (the **Conference**).

### The Organisers

The IEA Greenhouse Gas R&D Programme (IEAGHG) are the custodians of the GHGT Conference series. The conference is co-hosted with Australian Energy Producers, CO2CRC, CSIRO and Geoscience Australia. Henceforth, this consortium will be known as the '**Organisers**'.

Before proceeding with registration, the prospective attendee or delegate must carefully read these Terms and Conditions, and if unsure of their meaning and application, seek independent legal advice. If a person is registering on behalf of a delegate/s, it is the responsibility of that person to notify each delegate of the Terms and Conditions of registering, which they will be agreeing to on the behalf of the delegate. That person must also provide full details of the delegate/s registration details as confirmed. By completing the registration, and paying the registration fees, the prospective attendee, or delegate, agrees with these Terms and Conditions.

### 1. Registration

**Payment:** All registration fees must be paid in full prior to the Conference by 5.00pm (UTC-12) Thursday 22 October 2026 to guarantee and confirm a registration. Once payment has been received, an email confirmation and tax invoice will be provided. If payment is not made at the time a registration is lodged, then registration will be deemed provisional and the Organisers reserve the right to deal with such registrations in their absolute discretion, acting reasonably.

**Cancellation:** The Organisers reserve the right to levy an administration fee for any notice of cancellations by attendees or delegates received in writing. For cancellations received in writing by 5:00pm (UTC-12) Thursday 10 September 2026, a full refund (less \$110.00 to cover administration costs) will be made. You acknowledge and agree that no refunds will be issued for cancellations received after 5:00pm (UTC-12) Thursday 10 September 2026 and the Organisers will retain the full amount of registration fees by way of liquidated damages. No refunds will be provided for networking functions cancelled after 5:00pm (UTC-12) Thursday 10 September 2026. Cancellation terms and conditions as listed, will be applicable for registrations where visas have been declined.

**Assignment:** Should you be unable to attend the Conference, you may transfer your registration to another delegate or attendee, subject to an administration fee of \$110, on the conditions that the professional conference organisers, The Event Gap (**PCO**), are notified in writing by 5:00pm (UTC-12) Thursday 1 October 2026 and the assignee agrees in writing to these Terms and Conditions.

**Early bird registration:** Early bird registrations close at midnight (UTC-12) on Tuesday 30 June 2026. If full payment has not been received by the Organisers within 14 days of registration, or by Tuesday 14<sup>th</sup> July 2026, whichever is earlier, the Organisers will change the delegates early bird registration to the applicable standard registration, incurring the fee increase.

**Payment:** All registrations must be accompanied by an appropriate form of payment. A tax invoice will be included with the confirmation email to delegates. Credit card and EFT payments are the accepted forms of payment until 11:59pm (UTC-12) Thursday 1 October 2026. From Friday 2 October 2026, credit card payments will be the only accepted method of payment, unless written approval is granted by the Organisers. Accepted credit card payments are Visa, Mastercard and AMEX. Any surcharge applied by the relevant card provider will apply to all credit card transactions. All figures are quoted in Australian Dollars and include GST. *Please note:* Delegates will not be permitted access to the Conference unless payment is received in full.

**Access Requirements:** Delegates or attendees should advise the Organisers of any special access requirements at the time of registration or via email to [ghgt18@theeventgap.com.au](mailto:ghgt18@theeventgap.com.au) prior to arrival at the event.

## 2. Behaviour and Code of Conduct

**Diversity and Inclusion:** The Organisers value diversity and inclusion as human entitlements and appreciate the improvements in business performance that flow from the recognition of individual differences. The Organisers are committed to providing a Conference which is free from discrimination by reference to unlawful or irrelevant attributes, including but not limited to, religion, race, ethnicity, language, gender, sexual orientation, disability, and age. The Organisers reserve the right to refuse admission to any participant who fails to uphold or promote the Organisers' value of diversity and inclusion.

**Inappropriate behaviour / intended inappropriate behaviour:** You must not engage in offensive or inappropriate behaviour at or during the Conference, including but not limited to wearing or otherwise displaying any offensive commercial, political, religious, or offensive signage or logos. Verbal disruption of the Conference is not permitted either in disruptive verbal or written communication between or towards delegates/speakers or during presentations at the event. The Organisers reserve the right to refuse or cancel



a Conference registration or admission (either pre-Conference or onsite during the Conference), to any participant who fails to uphold appropriate and professional behaviour, in the opinion of the Organisers.

**Contravention:** Without prejudice to any other rights which the Organisers may have, if you contravene any of these Terms or Conditions, you may:

- be refused entry to, asked to leave, or be removed from, the Venue;
- have your registration/ticket confiscated and/or cancelled without refund or recompense;
- be disqualified from purchasing tickets for or entering into other events organised or affiliated with the Organisers.

The Organisers reserve the right to:

- evict any person from the Venue and the Conference if they are in contravention of any of these Terms and Conditions;
- refuse or reject any registration, whether paid or unpaid, if the Organisers reasonably suspect that the prospective attendee or delegate does not intend to act in the best interests of the Conference, or does not intend to uphold or promote the Organisers' value of diversity and inclusion or acts inappropriately or disruptively, in the reasonable opinion of the Organisers.

### 3. Security

For the safety of all attendees and delegates, it is a condition of entry to the Conference that you submit to reasonable searches (e.g., pat down of persons, metal detection of person or physical inspections of bags and containers) on entry and at any other time during the Conference. All attendees will be required to provide an approved photo head shot during the registration process. This is a condition of registration for the Conference. All attendees will be requested to present photo identification on collection of their registration pass. If you refuse a reasonable search on entry, the Organisers reserve the right to:

- refuse you entry, without a refund; and
- within the confines of the Conference, you may be removed from the Venue without a refund.

You may be asked to check-in your bags into the cloakrooms provided onsite at the discretion of the security personnel.

If you refuse to submit an approved photo head shot, or photo identification onsite, the Organisers reserve the right to cancel your registration, without a refund.



## 4. Event speakers, presenters or facilitators

Any views expressed by speakers, presenters or facilitators remain at all times, their own personal views. Subject to applicable law, the Organisers do not accept liability for any advice given, or views expressed by any speaker, presenter or facilitator at any event or conference or in relation to any materials provided to delegates or attendees.

## 5. Disclaimer

At the time of registration, the Organisers have provided recent information available to them and the delegate and/or speakers accept that the content and/or the delivery of the Conference can change beyond the control of the Organisers. The Organisers will not take any responsibility for any errors, omissions, and changes to the program or content of the Conference. The Organisers reserve the right to make changes as they consider appropriate without penalty and in such situations no refunds, part refunds or alternative offers shall be made.

The Organisers cannot control all content published or disseminated at the Conference. You may find other delegates' or participants' communications, graphics, audio files or other information inappropriate, offensive, harmful, inaccurate, dishonest, or misleading and/or deceptive, however you alone are solely responsible for your interaction with other delegates and agree to act responsibly and exercise caution, common sense, and safety while in attendance at the Conference.

## 6. Limitation of Liability

Should, for any reason outside the control of the Organisers, the Venue, or a majority of the speakers, change, or the Conference be cancelled, the Organisers will endeavour to reschedule the Conference.

The Organisers, to the fullest extent permissible under law, will not be liable for any claim from, or damage or loss to, the delegate or any of its delegate representatives' person or property including by fire, theft, accident, or any other cause, except to the extent caused or contributed to by the Organisers.

To the fullest extent permissible under law, no party will be liable for any indirect or consequential damages arising out of a breach of these Terms and Conditions or otherwise relating to or arising from the Conference.

The liability of each party for all claims and losses arising out of or in connection with these Terms and Conditions, whether in contract, tort (including negligence) or any other basis in law or equity, is limited to an amount equal to the registration fees paid or payable by the delegate under the Terms and Conditions, subject to this clause 6.

Other than as specifically stated in this clause 6, or as required by law, the Organisers, their directors, employees, servants, agents, and affiliates will not be liable for any losses, damages, liabilities, claims or expenses whatsoever arising out of or referable to the Conference.

## 7. Force majeure

The Organisers will not be liable to the delegate for any loss suffered, nor be in default under these Terms and Conditions for any delay, failure or interruption in the provision of goods and services related to the Conference resulting directly or indirectly from industrial action, blackouts, fire, war, terrorism, civil or military unrest, explosions, earthquakes, floods, labour disputes, acts of God, epidemic or pandemic or any other event or cause beyond the control of the Organisers (**Force Majeure Event**), or if the attendance at the Conference is adversely impacted by a Force Majeure Event.

If the Conference cannot be held due to a Force Majeure Event the Organisers will have the right to cancel the Conference by providing delegates with written notice. Upon cancellation of the Conference, the Organisers may either:

- reschedule the Conference for a new date, which will be announced within 60 days of the notice of cancellation. Registration fees will be transferred to the rescheduled Conference. If a delegate is unable to attend the rescheduled Conference, the delegate may request a refund, which will be provided in accordance with this clause; or
- refund the registration fee, less any costs reasonably incurred by the Organisers in connection with the Conference that are not recoverable from third parties.

## 8. State Lockdown

If the Organisers are unable to deliver the Conference at the Venue due to any official Government lockdown or restrictions, the Organisers reserve the right, at their discretion, acting reasonably to:

- convert all in person registrations to virtual registrations, retaining the registration fee to be applied towards costs already incurred by the Organisers; or
- postpone the Conference to a later date, transferring all in person registrations to the postponed date.

If the Organisers proceed with postponing the Conference, the new conference date will be announced within 60 days of the Organisers providing notice in writing of their decision to postpone the Conference. In such circumstances, registration rates will remain at the rates which applied at the time the delegate registered for the Conference.

## 9. Photography and videography

**Authority to record:** By registering for the Conference, and paying the registration fees, you irrevocably authorise and grant the Organisers (and any of their authorised representatives, agents, employees, contractors) the right to:

- record you (picture and voice) on photographs, film and/or video tape, for audio and visual production (**Recording**);
- edit any Recording into a photo gallery/short film/webinar (which may include other recordings and material);
- use your name and likeness, voice or other information concerning you;
- use, screen or place online (including on social media), any Recording for promotion and any other purposes worldwide and in perpetuity.

**Release:** You hereby irrevocably release the Organisers from any infringement or violation of personal and/or property rights of any sort whatsoever based upon the use of any Recording. You acknowledge that the Organisers own and shall own all rights, title, and interest (including copyright), in each Recording. You further acknowledge that the Organisers are not obliged to use any Recording. You warrant that you have full power to enter into this release and that the terms of this release do not in any way conflict with any existing commitment on your part. You understand that you will receive no monies, consideration, or compensation for any Recording.

While under no obligation to do so, the Organisers will consider any reasonable request not to use or to stop using a particular Recording. Such requests should be made in writing to [events@ieaghg.org](mailto:events@ieaghg.org). Should you not wish to grant the Organisers these rights, please contact the Organisers at [events@ieaghg.org](mailto:events@ieaghg.org) at least two (2) weeks prior to the Conference to seek an exemption from the release in this clause.

## 10. Recordings

Without express prior written consent from the Organisers, you are not permitted to make any audio-visual recordings at, or of, the Conference (**Unauthorised Recordings**). This includes but is not limited to, presentations, PowerPoint presentations, speeches and filming/recording of PowerPoint slides is strictly prohibited. Should you make any Unauthorised Recordings, you agree that upon making those recordings, all copyright in the Unauthorised Recordings shall vest in and otherwise be assigned to the Organisers. You further warrant that you shall not use the Unauthorised Recordings in any manner whatsoever.

If you are in material contravention of any of these Terms and Conditions, the Organisers reserve the right to:

- evict you from the Venue and the Conference; or



- cancel your registration with no refund.

## 11. Privacy policy

The Organisers are concerned with the protection of your privacy. We acknowledge and abide by our obligations under the Australian Privacy Principles contained in the *Privacy Act 1988* (Cth) as amended. The Organisers collect and store your personal information for the purposes of providing registration and delegate services, pre and post conference, education and training programs and future events.

To view full details of the Organisers' privacy policy please visit our website at <https://ieaghg.org/privacy/>. This policy contains information on how you can obtain access to your personal information held by us and how we will deal with any complaint you may wish to make.

By completing this registration you consent, or agree to procure the consent of your delegates, to the use of your, or your delegate's, personal information in accordance with the Organisers' privacy policy.

If any delegate withdraws their consent to the use of their personal information in accordance with the Organisers' privacy policy, we are unable to provide the delegate services to that delegate and such withdrawal of consent will be treated as a cancellation of that delegate's registration in accordance with clause 1 of these Terms and Conditions.

All attendees will have the ability to provide their contact details, via the event app, to facilitate delegate interaction. An official attendee list will not be provided by the Organisers.

By registering for the Conference, attendees understand that their contact details may be shared with specific sponsors who may issue private tour invitations.

If you have any questions or concerns about your privacy in relation to the Conference, please contact [ghgt18@theeventgap.com.au](mailto:ghgt18@theeventgap.com.au).

## 12. Accommodation

Accommodation bookings should be made at the time of registration to ensure you obtain accommodation at the property of your choice. Bookings must be made on the applicable section of the online registration form. Delegates will be responsible for payment of their accommodation and all costs incurred during their stay upon check in and/or check out at the hotel. Hotels will either charge a one-night deposit or the full cost of your stay (dependent on hotel selected) to your credit card prior to the Conference. This amount will be deducted directly by the hotel from the credit card provided. *Disclaimer:* It is your responsibility to review the accommodation provider, the

facilities, and the conditions upon which the booking is offered. The Organisers do not accept any liability for any loss or damage that you might suffer due to unsatisfactory accommodation arrangements made by you or provided by the hotel.

Please take care when assessing and booking accommodation arrangements.

**Accommodation cancellations and amendments:** No cancellation fee for accommodation will be charged if you advise an amendment or cancellation in writing to the accommodation liaison, to [ghgt18@theeventgap.com.au](mailto:ghgt18@theeventgap.com.au) before 5:00pm (UTC-12), Tuesday 15 September 2026.

No refunds will be provided for cancellations or reduced room nights advised after 5:00pm (UTC-12), Tuesday 15 September 2026.

The credit card provided at the time of booking will automatically be charged by the nominated hotel, for any cancellation fees incurred. No new bookings or accommodation changes can be made over the phone. All bookings/changes must be made in writing to [ghgt18@theeventgap.com.au](mailto:ghgt18@theeventgap.com.au).

After Monday 21 September 2026, accommodation should be booked or amended directly through the hotels. Please note, after Monday 21 September 2026, the accommodation liaison are not responsible for advising hotels of changed circumstances, even if they are advised of a cancellation/change of registration details. Hotels will directly debit delegates' credit card details for cancellations and no shows (if not advised prior).



## GHGT-18 Code of Conduct

The GHGT-18 Code of Conduct applies to all in person registrations for the 18th Greenhouse Gas Technologies (GHGT-18) Conference to be held at Crown Perth (the **Venue**) from 25 October 2026 to 30 October 2026 (the **Conference**).

### The Organisers

The IEA Greenhouse Gas R&D Programme (IEAGHG) are the custodians of the GHGT Conference series. The conference is co-hosted with Australian Energy Producers, CO2CRC, CSIRO and Geoscience Australia.

Before proceeding with registration, the prospective attendee or delegate must carefully read this Code of Conduct. If a person is registering on behalf of a delegate/s, it is the responsibility of that person to notify each delegate of the Code of Conduct, which they will be agreeing to on the behalf of the delegate. That person must also provide full details of the delegate/s registration details as confirmed. By completing the registration, and paying the registration fees, the prospective attendee, or delegate, agrees with the Code of Conduct.

### 1. Purpose

The Organisers are committed to providing a safe, respectful, and inclusive environment for all participants of the conference and its events, regardless of career stage, role, identity, or background. This Code of Conduct applies to all attendees, speakers, organizers, volunteers, and contractors, in **all event-related spaces**, including:

- Conference, workshop and meeting venues, meeting rooms, and social events.
- Online platforms, including the attendee app.
- Pre- and post-event activities officially associated with the event.

All attendees are expected to act in accordance with these principles to ensure a positive and professional experience for all participants.

### 2. Expected Behaviour

All participants are expected to:

1. **Be respectful and professional**
  - Listen actively and communicate constructively.
  - Use polite language and tone, avoiding personal attacks or derogatory remarks.
2. **Promote inclusion**
  - Welcome diversity of backgrounds, ideas, and experiences.

- Be mindful of how words and actions may impact others.
- 3. Respect boundaries**
  - Obtain consent before initiating physical contact.
  - Respect personal space, privacy, and cultural differences.
- 4. Engage ethically**
  - Acknowledge others' work appropriately.
  - Maintain academic and professional integrity in presentations, discussions, and publications.
- 5. Support a safe environment**
  - Refrain from harassment, discrimination, or intimidation.
  - Report any unsafe conditions, misconduct, or policy violations to event staff.

### 3. Unacceptable Behaviour

The following behaviours are **not tolerated**:

- Harassment, threats, or intimidation, including sexual harassment.
- Offensive or discriminatory comments, gestures, or materials related to age, disability, gender identity, sexual orientation, ethnicity, nationality, religion, or other protected characteristics.
- Stalking, inappropriate physical contact, or unwelcome attention.
- Disruption of sessions, meetings, or workshops.
- Sharing confidential or proprietary information without consent.
- Any form of retaliation against someone reporting a concern.

### 4. Responsibilities of Organisers

Event organisers commit to:

- Clearly communicating the Code of Conduct prior to the event.
- Ensuring reporting mechanisms are accessible and confidential.
- Responding promptly and fairly to any reports of violations.
- Providing a safe environment, including appropriate facilities, accessibility accommodations, and support resources.
- Enforcing this Code consistently and transparently.

### 5. Accessibility and Inclusion

- The Conference aims to be accessible to participants with disabilities and accommodate specific needs where possible.
- Participants are encouraged to communicate accessibility requirements in advance.

- Organisers strive to foster an inclusive environment in both in-person and online spaces, including providing inclusive language, closed captions, and diverse representation in panels and sessions.

## 6. Scope and Applicability

This Code of Conduct applies to all participants during the Conference activities, **whether on-site or online**, including:

- Technical sessions, workshops, panels, and keynote presentations.
- Social gatherings, receptions, and networking events.
- Online forums (the attendee app), and social media associated with the event.

## 7. Commitment

By participating in the Conference, attendees, speakers, organisers, and volunteers agree to abide by this Code of Conduct and help maintain a respectful, inclusive, and safe environment for all.

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## 8. Contact and Reporting

In the event that you need to report behaviour that does not adhere to the code of conduct please email [events@ieaghg.org](mailto:events@ieaghg.org).

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