# AI Uplift Workshop
# Ticketing Terms and Conditions

## IMPORTANT DISCLAIMER

This workshop is **LLM-agnostic**, meaning the prompting techniques we cover will work across any platform. You'll see some attendees using **Microsoft Copilot**, while others may prefer **Claude, Gemini, or ChatGPT**.

- **Hardware:** You may use a work or personal laptop.
- **Compliance:** We do not endorse or approve the use of specific LLMs; please use the system authorised by your employer or your own preferred tool.
- **Responsibility:** Participants are responsible for adhering to their own data privacy restrictions and company policies during the session.

### Minimum Bookings Required to Run the Workshop

A minimum of 20 participants is required to conduct an on-site session; otherwise, the workshop will be rescheduled to a mutually available later date. Should the format transition to an online session, we will provide two additional complimentary registrations for your team.

## TICKETING TERMS & CONDITIONS (all prices in AUD)

- Tickets are open to the entire HR & Talent Community.
- Workshop capacity per location is 20 pax per session for the Morning (AM), and 20 pax for the Afternoon (PM). There is no limit to the number of ticket holders per organisation.
- AM and PM sessions are subject to availability.

### 1. ONLINE REGISTRATION AND BINDING AGREEMENT

By submitting a registration, including through ATC's online registration system, and accepting these Terms and Conditions, the registering person confirms that they are authorised to make the booking on behalf of the organisation or individual identified in the registration. The submission of the registration constitutes acceptance of these Terms and Conditions and creates a binding agreement between ATC and the organisation or individual on whose behalf the registration is made. Electronic acceptance, including ticking an acceptance box and submitting an online registration, constitutes acceptance of these Terms and Conditions and has the same effect as a signed agreement.

### 2. PAID AND DISCOUNTED TICKETS

(A) Once a registration has been submitted, the organisation or individual is liable for the applicable registration fee regardless of whether the registration fee has been paid, an invoice has been issued, or the organisation subsequently elects not to have the nominated Ticket Holder attend. Cancellation is subject to the Cancellation Policy set out in these Terms and Conditions.

(B) The fee payable by the Ticket Holder under this Agreement is the amount stipulated on the registration form.

(C) If a tax invoice is requested, payment terms are within 14 days of the invoice date and before attendance, whichever occurs first, unless otherwise agreed in writing by ATC.

(D) If a Ticket Holder has not paid prior to the workshop, the Ticket Holder agrees to pay via Credit Card before being admitted to the workshop. If a Ticket Holder has registered to attend and is absent, they are still liable for all ticket fees.

(E) Registrations made within 7 days of the workshop must be paid via credit card unless prior arrangements have been made directly with ATC.

(F) Promotional discounts, if applicable, can only be applied at the time of registration. Only 1 discount code can be applied per registration.

**4. PAID REGISTRATION CANCELLATION POLICY**

(A) If the Ticket Holder notifies ATC that they can no longer attend the Workshop, the Ticket Holder is able to:-

(i) Name transfer: substitute the Ticket Holder's registration with another team member or colleague; or

(ii) Workshop/event transfer: have the registration funds already paid, less an AU$100 administration fee, credited towards a future ATC event scheduled within 12 months of the existing workshop. This applies to both pre-paid registrations as well as invoiced registrations that are not yet paid in full.

(B) ATC must be advised of any name change or event transfer 14 days prior to the workshop date.

(C) If the Ticket Holder fails to provide notice of name or workshop transfer to ATC 14 days prior to the workshop date or who are a no-show at the workshop forfeits all fees paid to ATC and shall remain liable for any unpaid ticketing fees.

(D) All name and workshop transfer requests must be made in writing to registrations@atcevents.com.au by the above-mentioned deadline.

(E) All Cancellation Policy conditions apply regardless of when a Ticket Holder's ticket was purchased.

(F) All workshop tickets purchased are non-refundable.

(G) ATC has the right to cancel a Ticket Holder's registration if the Ticket Holder is not a member of the HR or Talent Professional Community or related roles and professions that have explicit permission to attend.

**5. COMPLIMENTARY AND GIVEAWAY TICKETS**

From time-to-time ATC may issue complimentary, invitation-only, or promotional tickets ("Complimentary Tickets"). Complimentary Tickets:

(i) Are issued at ATC's discretion and have no monetary value;

(ii) Are not eligible for refunds, credits, workshop/event transfers, or future workshop/event credits under any circumstances;

(iii) Are valid only for the specific workshop and date for which they were issued and may be withdrawn or reallocated by ATC at any time;

(iv) Do not entitle the holder to a credit, transfer, or compensation if the holder is unable to attend for any reason;

(v) If the workshop is rescheduled or relocated, ATC may, at its sole discretion, honour the Complimentary Ticket for the new workshop date, but is not obligated to provide any credit, transfer, or alternative event access.

## GENERAL TERMS & CONDITIONS

### 1. AGREEMENT TO TERMS, CONDITIONS AND RULES

The Ticket Holder, in submitting a registration form to Australasian Talent Conference Pty Ltd ("ATC") also known as ATC Events & Media ("ATC Events & Media") for attendance at the workshop, agrees to observe and abide by the Terms and Conditions set forth below and by such additional Terms, Conditions and Rules made by Australasian Talent Conference Pty Ltd ("ATC") on notice to the Ticket Holder from time to time for the efficient or safe operation of the workshop.

### 2. ATTENDING THE IN-PERSON WORKSHOP

(A) A Ticket includes access to registered workshop, coffee and tea break. The Ticket provides access to the named Ticket Holder only and cannot be shared. ATC has the right to deny entry to anyone who is not registered to attend the workshop.

(B) ATC is not responsible for participant connectivity issues, local technical failures, or restrictions caused by employer IT settings or firewalls.

(C) Recording, screen capturing, redistribution, reproduction, or commercial reuse of workshop content is strictly prohibited unless prior written permission has been granted by ATC.

(D) ATC reserves the right to remove participants from the workshop if behaviour is disruptive, inappropriate, abusive, or breaches these Terms and Conditions.

(E) All ticket holders must be aged 18+ to attend the workshop.

### 3. INABILITY TO HOLD AND CHANGES TO THE IN-PERSON WORKSHOP

(A) If, because of trainer illness, public health concern, pandemic, epidemic, war, fire, strike, facility construction or renovation project, logistical problems, border closures, government regulation, public catastrophe, terrorist attack, act of God or the public enemy, technical failure, cyber incident or other cause beyond the control of ATC, the workshop or any part thereof is prevented from being held or the Workshop Building or any part thereof becomes unavailable (in the reasonable opinion of ATC), ATC reserve the right to cancel the workshop and offer a credit transfer to the next workshop/event within 12 months for paid tickets.

(B) If ATC fails to run a workshop/event within the next 12 months from the date of the cancelled workshop, the Ticket Holder shall be entitled to a refund of the fee paid, less a proportionate deduction for any unrecoverable costs and expenses incurred by ATC. ATC will hold no liability to the Ticket Holder for any cancellation or amendment of their hotel, car, or travel arrangements.

(C) If the workshop is relocated or rescheduled to a date other than the advertised date, at which the Ticket Holder is unable to attend, the Ticket Holder shall be entitled to transfer their registration to an alternative delegate or shall receive a credit in the sum of the registration fee for use at any other ATC run workshop/event within 12 months from the date of the existing event.

(D) ATC aims to ensure all workshop details, agenda and speaker line-up are correct at the time of publishing and reserve the right to make changes to the workshop agenda and speaker line-up without prior notice.

(E) Travel & Accommodation Costs: Under no circumstances will ATC be liable for any travel, accommodation, or incidental expenses incurred by attendees or their organisations as a result of an event cancellation, postponement, relocation, or agenda modification. Attendees are advised to obtain independent travel insurance.

**4. LIMITATION OF LIABILITY AND INDEMNITY**

(A) Neither ATC nor any of its officers, agents, employees, or other representatives shall be held liable for and are hereby released from, liability for any damage, loss, illness, harm or injury to the person or property of the Ticket Holder, resulting from any cause whatsoever.

(B) The Ticket Holder shall indemnify, defend, and protect ATC and hold and save ATC harmless from, any and all claims, demands, suits, liability, damages, loss, costs, attorney's fees and expenses of whatever kind or nature, which result from, arise out of or are connected with any acts, or omissions of the Ticket Holder.

(C) In no event shall ATC be liable for any consequential, indirect or special damages, whether foreseeable or unforeseeable, whether based upon lost goodwill, lost profits, or otherwise, and whether arising out of breach of any express or implied warranty, breach of contract, negligence, misrepresentation, strict liability in term, or otherwise, and whether based on this Agreement, any transaction performed or undertaken under or in connection with the Agreement, or otherwise. In any event, and in no way limiting the operation of this clause, the Ticket Holder agrees that the liability of ATC for damages, regardless of the form of action, shall be limited to the registration fee paid under by the Ticket Holder pursuant to this Agreement.

**5. JURISDICTION**

Each of ATC and the Ticket Holder hereby consents to the jurisdiction of Victoria having jurisdiction over this workshop for all purposes in connection with this Agreement and further consents that any process or notice of motion in connection therewith may be served by certified or registered mail or personal service, provided a reasonable time for appearance is allowed.

**6. GOVERNING LAW; AMENDMENTS**

This Agreement shall be governed by, construed, and enforced in accordance with the laws of Victoria. This Agreement may not be amended or modified expect by a written communication by ATC.

**7. SEVERABILITY; WAIVER**

If any part of this Agreement is found invalid, the remaining provisions shall remain unaffected and enforceable. Any ATC decision, selection of any course of action, or exercise of any right or remedy is at its sole option and discretion and does not waive or prejudice ATC as to any other choice. ATC's failure at any time to require the Ticket Holder's strict compliance with an any part of this Agreement shall not thereafter waive or reduce ATC's right to require strict compliance with the same or any other provision of the Agreement.

**8. PRIVACY POLICY**

(A) The personal information which you provide to ATC during the registration process will be held by us on a database. Upon submitting your registration, you agree to receive communications via email and SMS from ATC, including marketing information, e-newsletters, and the latest offerings from third parties and our partners. You can customise which emails you receive by opting out of specific categories subsequently. ATC's full privacy policy can be viewed here.

(B) All ATC workshops and events are delivered in partnership with our trusted partners. If you register to attend a workshop or event, some of your registration information may be shared with our workshop/event partners who may then send you communications of their own.

(C) The Ticket Holder also consents to ATC, our workshop and event venues, and partners to use photos, images, film, and audio-visual taken of the Ticket Holder during the workshop/event for advertising and promotional purposes in any medium ATC, the workshop/event venues, and partners chooses. The Ticket Holder grants ATC perpetual, royalty-free, worldwide, irrevocable license to use such images, film, and audio-visual for publicity and promotional purposes. Please contact ATC if you have any concerns.