

## **Terms and Conditions of Enrolment**

### **Registration and Fees**

- All bookings received are considered firm bookings.
- Training fees are payable in advance.
- All cheques are to be made payable to the Nursery & Garden Industry Queensland.

### **Cancellations**

- Cancellations will be accepted without charge where NGIQ has been notified in writing at least seven working days prior to the scheduled commencement date.
- Cancellations within seven working days of the scheduled date will attract a 50% cancellation fee.
- Cancellations within two working days of the course date will attract full fee.
- Non-attendance on the day of the course will attract full fee.
- Substitute participants are accepted at any stage.
- It is recognised that extenuating circumstances do sometimes apply and we are more than happy to discuss these.

### **Warranty**

- There are no warranties expressed or implied relating to the content or result of attendance. It is the responsibility of the organisation / individual registering to ensure that the workshop is appropriate to the needs of the participant.

### **Proprietary Rights**

- NGIQ (or the presenter) retain the intellectual property rights to all workshop materials, except to the extent that they incorporate the participants confidential information.
- Workshop materials are to be utilised by a single workshop participant during the period of the session and for personal use after completion of the workshop. Any other use is prohibited without written permission of NGIQ.
- Workshop materials may not be sold or duplicated.