

Terms and Conditions – IWI & Privacy Policy

Definitions:

For purposes of this document, the following definitions shall apply:

“**IWI**” refers to Imaging Workshops International, under the company name of Imaging Workshops PTY LTD, its, successors, subsidiaries, divisions and groups.

“**Personal Information**” means any information that identifies or could be used to identify an individual. Personal Information does not include information that is encoded or publicly available information not combined with private Personal Information.

“**User**” means any user of the IWI website, including IWI customers and their guests who may register or respond IWI Managed Events, or Surveys.

Event Registration.

Please review our **Event Registration and Refund Policy**.

Cancellations

Please review our **Event Registration and Refund Policy** Or contact us email lisamc@imagingworkshops.com.au phone +61 408008078

Payments .Payments made via the IWI secure payment on the CVENT website for registration to the various conferences managed and created by Imaging Workshops International are collected by IWI. Please contact directly regarding any questions about your payment email lisamc@imagingworkshops.com.au

Cookies. A cookie is a small data file written to a user’s hard drive when a website is accessed. Cookies are used for authenticating, session tracking, and maintaining specific information about users, such as site preferences. A cookie cannot read or access other cookies or any data from a user’s hard drive. IWI/Cvent uses cookies to save usernames in order to minimize data entry and for general ease of use. Cookies are also used to "time-out" user sessions that are idle for an extended period of time.

IP Addresses. IWI/Cvent may use user IP addresses to diagnose problems with Cvent servers and to administer the IWI/Cvent application.

Security IWI through Cvent has security measures in place to protect against the loss, misuse and alteration of information under its control. IWI uses the Cvent software products and as such Cvent protects secure data with industry-standard firewall and password protection systems. Cvent periodically reviews and improves its security and privacy policies as necessary. Only pre-authorized individuals have access to Cvent servers and information provided by its users.

Privacy Policy –IWI

IWI will use Personal Information only in ways that are compatible with the purposes for which it was collected or subsequently authorized by the individual. Reasonable steps will be taken to ensure that Personal Information is relevant accurate, complete and current, to its intended use. IWI customers may invite guests to register for events created. If a user/guest chooses to register for an event Personal Information provided during registration, is transferred to the event Planner (IWI). Also survey responses submitted will be presented to Planner after submission. Any information collected by IWI is owned in its entirety by the customer

IWI will not disclose or share Personal Information collected on its web site with any third party, except as required by law and/or pursuant to a governmental request, or as necessary to provide services to support its software solutions. For example, IWI may pass Personal Information to IWI business partners necessary to process online/ecommerce payments and travel related reservations. IWI never has, and never will, use information collected by its customers via the IWI/Cvent system for any purposes other than those specifically designated by its customers.

By completing registration process via the IWI/Cvent alliance, you agree to the use of your personal information by the IWI: to process your registration form; to contact you about our products and services; and for internal purposes.

Access and Correction

IWI as a Cvent user may change or modify previously submitted Personal Information by (i) using the User Profile Manager within the "My Account" section of the Cvent application or (ii) sending an email request to customercare@cvent.com.

Data Integrity

Please note that data transmission over the Internet is not infallible. Any information transmitted through the IWI/Cvent application is done at the user's own risk. Once IWI/Cvent receives the information, it will take every reasonable precaution to ensure its security.

Website Links

IWI/Cvent contains links to other web sites. IWI/Cvent is not responsible for the privacy practices or content of these web sites.

Amendments As this Privacy Policy may change from time to time, please check back periodically to review any changes.

IWI will do everything we can to protect the privacy of its users. Any queries regarding this Privacy Policy, please contact IWI at:

PO Box 27
Kangaroo Ground
3097

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