

# WILLIAMS 2023 REUNION

13 to 16 April 2023

## TERMS & CONDITIONS

current at October 2021

### Conditions of Attendance and Disclaimer

#### Health & Safety

Whilst we are taking every reasonable precaution to make the Reunion activities safe, we accept no responsibility for any accidents or injuries that occur during the event which are not caused by us directly. All attendees are expected to manage their own health and safety requirements and those of any person/child in their care, and to comply with all safety warnings and requirements of the owners or occupiers of all venues and facilities where the Reunion programme and activities take place.

#### Conditions of Attendance

For the purposes of planning, catering, and health & safety we require **all** attendees to pre-register and pay the required fees. Even though children under the age of 5 years (as of 1 April 2023) are free, they must also be pre-registered in order to be able to attend and access any/all Reunion events.

At the Reunion itself, attendees will be required to physically register in person (i.e. 'check in') to receive their Official Reunion ID, Welcome Pack, and other Reunion information and to confirm any attendance or eligibility requirements. The Registrations venue will be the Waitaha Events Centre located at the Copthorne Hotel – Waitangi (1 Tau Henare Drive, Waitangi).

Admission to all Williams 2023 Reunion events will be by Official Reunion ID only. In order to comply with the applicable legal requirements in force at the time (including contact tracing requirements, COVID vaccine "passport" or certificate requirements in force, as discussed below) you may also be required to scan in or register your entry to each event.

#### COVID-19 Alert Levels & Vaccination Requirements

Under current legislation and alert level restrictions, we are only able to hold the Reunion at Alert Level 1 or lower. The Government may make changes to Alert Level settings at any time which may affect our ability to hold the Reunion or restrict our capacity for individual events.

The Government may enact legislation at any time that mandates proof of vaccination status for access to venues, large gatherings, transport etc. COVID vaccination status requirements may also be imposed on us by some/all of the venues and other suppliers (transport, caterers etc) involved in the Reunion.

The committee will be monitoring any such changes and communicating any impact on a group or individual's eligibility to attend the Reunion as these issues come to light. To that end, we require those who have pre-registered to confirm their vaccination status either prior to the Reunion or upon physical registration on the 13th of April 2023 (as a condition of entry), to the extent required by Government policy or regulations in place at the time.

### Registrations: Fees, Payments, & Due Dates

#### Registration Fees

The registration fees we are asking you to pay is for your share of the total budgeted cost of putting on the Reunion. All who pay in full before 30 April 2022 will go into a draw to have their registration fees refunded up to a maximum of \$1,000. There is no GST included in registration fees. A full table of registration fees is shown below.

## Adult Registration Fee: \$325.

Please note that we will need to receive sufficient paid Adult pre-registrations by 30 November 2022 in order for the budgeted costs to be covered. Our current budgeting indicates that 800 pre-registration payments would be needed by this date for the Reunion to proceed.

## Adult Concession Registration Rate: \$225

(for Tertiary Students and Adults aged 80 and above)

Eligibility for this rate is dependent on a person being either:

1. Aged 80 or over as at 1 April 2023 (The person's birthdate must therefore be on or before 1 April 1943),  
OR
2. Enrolled in full-time study at a Tertiary institution as at 1 April 2023.

## Child Registrations

There are 2 categories for child registrations. Eligibility for either of the child registration categories is dependent on the child's age on **1 April 2023 and NOT the age at the time of registration.**

Child registrations cannot be accepted alone and must be accompanied by at least one adult registration.

### *Child aged 5 to 18 Years*

Birthdate must be on or AFTER 2 April 2004 AND on or BEFORE 1 April 2018

### *Child under 5*

Birthdate must be on or AFTER 2 April 2018

## Registration Dates

Preregistrations open in October 2021 and will officially **close on 30 November 2022** when a decision will be made as to whether we have enough pre-registration income to continue with the Reunion as planned.

## Late Registrations

After 30 November 2022, the committee will decide whether to proceed with the Reunion as planned; cancel the Reunion or make any amendments to the programme to meet budget or other constraints. If it is agreed that the Reunion will take place, late pre-registrations **may** be accepted.

From 1 December 2022 a late registration fee of \$50 will be added to all paid registrations (children under 5 will still be free).

We are required to confirm numbers for certain events up to 6 weeks out from the Reunion dates. Registration requests received after **28 February 2023** will be considered in light of venue capacities and catering provisions.

## Late Registrations for Children

We understand that people may wish to register themselves but wait until a later date to decide whether to bring their children to the Reunion. Late registrations for children in these instances are likely to be approved and available if there is an existing adult registration prior to 30 November 2022.

## Registration Fee table

	<b>Adult</b>	<b>Adult Concession</b> (Tertiary Students / 80+)	<b>Children</b> <b>Aged 5-18 years</b>	<b>Children</b> <b>under 5</b>
Pre-Registration Dates		on 1 April 2023	on 1 April 2023	on 1 April 2023
October 2021 to 30 November 2022	\$ 325	\$ 225	\$ 100	free
1 December 2022 to 28 February 2023	\$ 375	\$ 275 (if available)	\$ 150	free

## Capacity Limits

We reserve the ability to impose upper limits on the numbers who can attend individual events if necessary. For the Whanau Festival (refer Reunion Programme) we may need to offer more than one dining time slot to manage the numbers and ensure everyone gets fed without standing in a queue for too long. We will keep everyone informed as we go along.

Most of the optional events, e.g. bus tours, will have limited capacity which will be determined by the size of the venue and/or transport.

## Cancellation, Programme Changes & Refunds

The committee reserves the right to cancel the Reunion, in whole or in part, possibly at short notice. Such a decision will not be made lightly, and we will do our best to work around any event or situation that occurs which will affect the ability of the Reunion to go ahead as planned. Naturally we will be hoping for the best and doing everything we can to make sure the Reunion proceeds, but we strongly advise you to consider the possibility of cancellation before you book.

A decision to cancel the Reunion, or to make substantial changes to the programme, may be made in the event of:

1. Insufficient registration income.  
The Reunion will have to be curtailed or cancelled if we do not have sufficient numbers pre-registered and paid for by 30 November 2022, as we will be unable to cover the costs of holding the event.
2. Venue cancellations.
3. Extreme weather events or natural disasters.
4. Security concerns.
5. COVID-19 or any other public health threat which results in a situation where we are compelled to cancel events or restrict numbers.
6. Any other situation that arises that is beyond the committee's control, and which makes holding the Reunion or some events untenable.

## Refunds

In order to secure services, venues, equipment, etc we are required to make payments to suppliers from September 2021 onwards. These payments will not necessarily be recoverable if the Reunion does not go ahead. Nor are they recoverable when an individual cancels their registration.

Therefore, in the event that the Reunion is cancelled, in whole or in part, we cannot guarantee whole or partial refunds but will reimburse funds where we can retrieve the money from suppliers. We are an unincorporated group of family members working together to organise this Reunion, and we need to be able to cover the costs incurred prior to any cancellation. On the other hand, all surplus funds after paying for commitments to suppliers which cannot be waived or retrieved, will be returned to registrants. While it is extremely unlikely that you would get 100% of your registration fee returned in the event of cancellation, you can be assured that we will refund as much as we can.

If the situation arises where you, the registrant, find yourself unable to attend the Reunion, we will also endeavour to refund you as much of your paid registration as possible.

Any refund will be at the discretion of the committee and dependent on how close the cancellation date is to the event date. Cancellations after 28 February 2023 will not be refunded except in exceptional circumstances.

## Changes to Terms & Conditions

The committee reserves the right to change the terms and conditions if statutory or other requirements necessitate changes to be made.

We will communicate any changes to Terms and Conditions to registered attendees if/when they occur.