

SYDNEY WOMEN'S NETWORK

Terms & Conditions

PARTIES: NATALIE MOUTIA & CINDY STEELE
trading as SYDNEY WOMEN'S NETWORK

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WEBSITE: www.sydneywomensnetwork.com.au

1. Sydney Women's Network comprises of networking communities in communities of:
 - a. The Hills,
 - b. Penrith,
 - c. Parramatta,
 - d. Blacktown,
 - e. Ryde,
 - f. Five Dock,
 - g. Hawkesbury
 - h. Liverpool
 - i. Hornsby
 - j. Central Coast and
 - k. Northern Beaches

2. Sydney Women's Network reserves the right to add or remove communities to Sydney Women's Network at its discretion.

3. Sydney Women's Network may, at its discretion, permit limited numbers of members from each business category, profession or franchise to become members.
4. Member's must represent their primary occupation, not a part time business.
5. Members to engage with other members and guests in a respectful manner. Contact details supplied by other members and guests are to be used solely for the purpose of professional networking.
6. Members must first obtain the express permission of another member prior to sending that member any emails.
7. Members must not intimidate, molest, harass or otherwise interfere with other members. In the event that a member intimidates, molests, harasses or otherwise interferes with another member, Sydney Women's Network, at its sole discretion, may terminate that member's membership.
8. Sydney Women's Network reserve the right to terminate a member's membership at its discretion, for instance, in the event of a member being convicted of a serious offence or being declared a bankrupt.
9. Sydney Women's Network is the only entity to represent Sydney Women's Network in any relationship with the public and via the media.
10. Each member agrees not take any action or make any claim against Sydney Women's Network.

11. Each member will indemnify Sydney Women's Network against any liability for any statement or action a member may make or takes that result in liability for Sydney Women's Network.
12. Policies are subject to change at any time.
13. Memberships may be terminated or revoked at any time at the discretion of Sydney Women's Network for the failure of members to comply with its Terms and Conditions.

ADMINISTRATIVE POLICIES

Membership fees

1. Fees are not refundable for memberships, expo's, awards night or any other Sydney Women's Network events or activities.
2. Fees are not transferrable unless the fees are transferred to another member of the member's business or company.
3. Membership expires at the end of the selected period.
4. Continuing membership fees are due for payment 7 days prior to the end of the membership period.
5. Upon renewal and the member's payment of the next period's fees, the membership will be extended.
6. If membership fees are not paid within 7 days of the due date, the member will be excluded from the Sydney Women's Network.

7. Businesses or companies with less than 10 employees may be entitled to a 20% discount on multiple memberships.

If you are having difficulty with renewal payments, please speak to Natalie or Cindy asap. This will be treated as confidential.

Bookings for Networking Lunches

1. Payment in full is required at the time of booking or RSVP.
2. Bookings, RSVP or payment will not be accepted over the telephone.
3. Admin fee of \$2.50 applies for all manual credit card payments.

Cancellations and Alterations of Networking Lunches

1. Sydney Women's Network reserves the right to alter, change or cancel an event at any time.
2. In the event that an event is altered, changed or cancelled, members and guests booked for the Networking Lunch will be advised. Members and guests will be offered a credit or refund at the discretion of Sydney Women's Network.
3. Cancellation of bookings will only be accepted 5 working days prior to the Networking Lunch.

Attending Networking Lunches

1. Sydney Women's Network will endeavour to hold bi-monthly meetings in the form of Networking Lunches.
2. Each Networking Lunch will be of approximately 2 hours duration.
3. Members will be expected to arrive at the Networking Lunch on time and be in attendance at the Networking Lunch for its entire duration.
4. Sydney Women's Network will provide an area at each of its Networking Lunches for members to display their business cards, brochures, promotional material, etc. Sydney Women's Network reserves the right to remove any business cards, brochures, promotional material, papers or any other materials displayed at the Network Lunches which it deems to be inappropriate or offensive.
5. Children are not permitted to attend at any Sydney Women's Network events.

PRIVACY POLICY

1. Sydney Women's Network will collect personal information about you. Our primary purpose in collecting this personal information is to enable us to provide services to you. We require this information for the purposes listed below and if you chose not to provide the information requested, we may not be able to provide services to you. This information may be used for related purposes such as to assist in providing goods and services to you, to assist with any enquiries you make to us, for any purpose made known to you at the time of collection of your personal information, to communicate promotional offers, business referrals and special events, for our internal administrative, marketing, planning, product development

and research requirement in connection with law enforcement, national security and airport surveillance and in relation to business referral program. We usually disclose information of this kind to Sydney Women's Network, third parties such as consultants, auditors, legal advisors and the like, third parties we are required to disclose to.

2. Under privacy principles, you may access your personal information held by Sydney Women's Network.
3. You may contact us if you think any of this is inaccurate, incomplete, or out of date. There are some limited situations which are set out in privacy principles, where you will not have this right. You acknowledge that privacy principles are set out under the Privacy Act 1988 (Cth) do not apply to the collection, use and disclosure of members' personal information by entities outside of Australia.

Terms

4. Please note that the primary function of Sydney Women's Network is to promote business through its members networking and giving referrals to each other. The member acknowledges that Sydney's Women's Network does not endorse the capabilities or professional expertise of any of its members. In that the member in choosing to conduct business with or refer clients to any other member of Sydney Women's Network does so at its own volition and risk. Sydney Women's Network specifically accepts no liability in relation to business conducted or standards as between any of its members.

Limitations on Liability:

5. Notwithstanding any other provisions of the Agreement, any liability to members involving Sydney Women's Network and its officers, agents and representatives for any cause whatsoever arising from the breach of the conditions or warranties, if any, in this Agreement, related to this Agreement, or membership or participation in Sydney Women's Network, and regardless of the form of action, will to the extent permitted by law be limited to the amount of any membership dues paid by you for the membership in Sydney Women's Networking.

Customer Service

1. Any comments or complaints should be directed to Cindy Steele at PO Box 374 Seven Hills 2147 or email cindy@sydneywomensnetwork.com.au.