

# IAM 2010: Access across the generations



## Tasmanian Branch Seminar

The RMAA Tasmania Branch is pleased to offer an opportunity to hear a range of speakers presenting records and information related topics in celebration of the diverse ways the industry and its practitioner's access, use, disseminate and store their information and the generational changes that keep records and information management challenging.

The one day seminar includes the following topics and speakers:

### Using the Evidence Act - How Records can be presented in Court

*Peter Bowen - Deputy Director, Aust Govt Solicitor  
Hobart*

### Records and Business – A “Balancing Act”

*Wanda Lawson (QLD) – Business Consultant |  
BlueSky19 Pty Ltd*

### Right to Information Act (replaces FOI)

*Dale Webster – Justice Dept - Tasmania*

### Web 2.0 Implications for Record Keepers

*Bronwyn Davies – University of Tasmania*

### E-letters service for electronic letters

*Speaker TBC, Australia Post*

RMAA CPD Points = 5

### Event details

Date: Thursday 20 May 2010

Time: 9.00 – 4.00

Where: Tasmanian Botanical Gardens -  
Hobart

Registrations close: 15 May 2010

### Cost (incl GST)

RMAA Members	
FRMA/MRMA	\$ 90
ARMA	\$ 95
Individual/Corporate	\$ 100
Non RMAA Members	
ASA/IIM Members	\$ 112
Others	\$ 125

Includes: Morning Tea, Lunch & Afternoon tea

### Sponsors

KAPISH  
IRON MOUNTAIN  
ACRODATA  
PROLOGIC

## REGISTRATION



If you are registering using your credit card please do so online: [www.rmaa.com.au](http://www.rmaa.com.au)  
If you require an invoice in order to pay please complete the following details and forward via Fax: Australia 1800 333 802 or New Zealand 0800 400 626  
Email: [susan.henshaw@rmaa.com.au](mailto:susan.henshaw@rmaa.com.au)

Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Dietary Requirements: \_\_\_\_\_  
Association & Member No.: \_\_\_\_\_



## Registration Terms & Conditions

All registrations for RMAA events are made subject to the terms and conditions of RMAA as set out below:

### Payment Terms

Online Registration: Payment is required upon registration.

For invoices: Payment is required within 30 days of the registration being received. Invoices will be sent electronically upon registration being received.

### Methods of Payment

Payments are accepted in Australian dollars and include 10% GST. New Zealand based events are payable in New Zealand dollars and do not attract any GST

Cheques should be made payable to RMAA and sent to RMAA, PO Box 276, St Helens, TAS Australia 7216

Payments can also be made by credit card (Visa/Mastercard).

Payment "at the door" is not accepted.

### Registration Fee

The registration fee covers attendance at all sessions, refreshments, any event documentation on the day, enrolment fee and Statement of Attainment / Qualification Certificates.

### Cancellations

Cancellations received in writing at least 10 days prior to the first day of the event will be refunded in full less an administration charge of 20%

Notice of cancellation must be received in writing and submitted by emailing [susan.henshaw@rmaa.com.au](mailto:susan.henshaw@rmaa.com.au)

We recommend using a method of recorded delivery to ensure notice of cancellation is received.

Should you need to cancel your registration less than 10 days before the first day of the event, the registration fee remains payable in its entirety although a substitution will be accepted.

Failure to attend an event does not negate your commitment to pay for attendance. If there are extenuating circumstances, please contact [susan.henshaw@rmaa.com.au](mailto:susan.henshaw@rmaa.com.au) and the cancellation request will be assessed on its merit.

### Substitutions and Name Changes

Substitutions are acceptable at any time. If you have registered as a member, but need to substitute with a non-member, the difference will be invoiced. To inform us of a name change, please email [susan.henshaw@rmaa.com.au](mailto:susan.henshaw@rmaa.com.au) We regret that we are not able to transfer places between conferences or events.

### Indemnity

It may be necessary for reasons beyond the control of the organisers to alter the venue, content or the timing of the programme. We will endeavour to keep you abreast of such changes but any reasonable change to the event format will not constitute a reason to refund the event fee. Should the event be postponed, we will endeavour to reschedule the event. If, for reasons beyond the control of RMAA, an event is cancelled, a full refund will be made. We are not liable to pay any incurred costs resulting from any postponement or cancellation.

### Security

RMAA is committed to ensuring that the submission of sensitive information, such as credit card details, is safe and secure. We employ reputable and reliable service providers to ensure such information is protected. All information we hold is kept secure with access limited to personnel charged with the processing of such data. All personal data is gathered and processed in line with the Data Protection Act and RMAA's privacy policy

**FAX TO: 1800-333-802 OR EMAIL [susan.henshaw@rmaa.com.au](mailto:susan.henshaw@rmaa.com.au)**