

Mission Ready HQ Participation Agreement

1. The information provided in the application and supporting documents is true and complete to the best of my knowledge
2. I agree that upon acceptance of an offer of place in the Mission READY HQ program:
 - I will become bound by and will comply with all MRHQ policies, and procedures; and
 - I will become liable for fees and levies as advised by MRHQ.
3. I understand and accept that MRHQ's primary means of communicating with me will be via the Office 365 portal and my MRHQ email address. Email communication to that address will amount to written notice to me. I undertake to check that email address on a regular basis.
4. I understand that MRHQ nor it's business partners & project sponsors will be liable to me for any loss, damage, or cost of any kind that I may suffer or incur as a result of my activities at MRHQ (except to the extent that any such liability cannot lawfully be excluded).
5. I will adhere to the health and safety policies at all times.
6. I understand the MRHQ programme is related to an educational purpose and there is no guarantee or expectation that the activity will result in employment.
7. MRHQ may at any time in its sole discretion, terminate my place in the program with seven days' notice.
8. I understand that MRHQ will collect, store, use and disclose personal information about me in the course of conducting its proper business and that a unique identifier will be assigned to me to facilitate this. I have read and understand how such information will be managed and disclosed in accordance with the Privacy Act 1993. I acknowledge that I have the right to access and seek correction of personal information about me.
9. I acknowledge that MRHQ may video or photograph participants at events, and that my attendance may be documented and shared via television, print, online, marketing and future media channels. As such, I hereby permit MRHQ to proceed with the said photography and film, and I now waive, to MRHQ and its successors, assigns and licensees all personal right and objections to any use of this material. Moreover, I hereby grant permission to MRHQ to use, or authorise others to use, any photograph, motion picture, image, recording, or any other record of my participation in activities during the MRHQ programme.
10. Terms related to access:
 1. Confidentiality - I acknowledge that I will be granted temporary access to work areas within MRHQ and their project sponsors offices which are generally restricted access. I will be provided with, may see, hear or otherwise have access to information which is confidential to project sponsors customers, suppliers and employees (Confidential Information). I agree to:
(a) keep all Confidential Information confidential at all times; (b) not remove any Confidential Information from their premises; (c) not copy, disclose or distribute any Confidential Information to any person; and (d) not assert rights of any nature in respect of the Confidential Information.
 2. Duration – I understand that MRHQ and the project sponsors may in its absolute discretion revoke my security access at any time without notice. In any event, my access will cease at the end of the program. The confidentiality obligations above will remain in force indefinitely or until such date as all project sponsor information made available to me has ceased to be Confidential Information.
 3. I will comply with all MRHQ policies and procedures notified to me from time to time relating to the premises.

Signature _____

Name _____

Date _____

Program Fees

MRHQ Tech Accelerator 14-week Programme Fees = \$6,100 + GST

If you have received a discount, scholarship or grant, you will receive a separate letter confirming the terms and conditions of your fees.

*All fees are payable seven days before the start of each month.

*Subject to change

Withdrawals, transfers and refunds

We understand that circumstances can change so please notify as soon as possible.

The following refunds or fees apply:

Days before start of program	Refund (% of monthly fees)	Transfer fees (% of monthly fees)
More than 7 days	100%	No fee
7 days to 48 hrs 90% No fee	90%	No fee
Less than 48 hours No refund 10%	No refund	10%

* If MRHQ terminates your place in the program then you will receive a full refund for the remaining months of the program.

MRHQ policies and procedures

These will be available and updated on your Microsoft sharepoint site from time to time.