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EVENT

REGISTRATION

The registration desk will be open on arrival day at the Te Pae Christchurch Convention Centre to collect your name badge.

Monday, 12 October 2026

1:00pm to 5:30pm

Registration desk, located near the entrance of the Te Pae Convention Centre.

If you are unable to collect it on Monday, it will also be open on Tuesday morning just prior to the start of the conference session.

Please refer to the Registration Policy for changes or cancellations to your bookings.

NAME BADGES

All attendees and partner/guests will need a name badge, and they must be worn at all times. This will allow entry to all sessions you are attending and registered social events as a security measure.

For your own security, and for the security of the group, you will not be permitted entry into any organised program activity without your name badge. It will allow security personnel to identify you, and we ask for your co-operation with this matter.

If you lose or misplace your name badge or wristband, please visit the Registration Desk at Te Pae Convention Centre to organise a replacement.

FAMILY POLICY

The 2026 Count.ed Conference is a business event; therefore, children cannot attend the conference sessions, events, social functions, and planned activities.

Please reach out to the concierge of your hotel/accommodation if you would like a recommendation to a baby-sitting service.

CHRISTCHURCH EXPERIENCES & DAY TRIPS

While delegates attend the business sessions, partners – and anyone with free time before or after the conference – can enjoy a range of activities and sightseeing options in and around Christchurch (at your own expense).

- Christchurch Botanic Gardens
- Punting on the Avon River
- Ride the Christchurch Gondola

- Visit the International Antarctic Centre
- Willowbank Wildlife Reserve
- He Puna Taimoana Hot Pools
- Godley Head Track (coastal hiking)
- Ziplining adventures

Popular Day Trips

- Arthur's Pass – alpine scenery and hiking
- Akaroa – coastal village with a strong French influence

CONFERENCE APP

The Count.ed Conference App, designed to enhance your experience and keep you connected throughout the event. Details on how to download and access the app will be shared with all registered attendees prior to the conference via email.

Within the app, you will be able to:

- Build your personalised agenda by selecting your preferred learning streams and sessions
- Stay up to date with real-time notifications and agenda updates
- Explore speaker bios and session details as they are released
- Connect with peers and message other attendees
- Exchange your personalised business card with others
- Access venue maps and event info all in one place
- Check in to sessions to ensure your CPD points are recorded

Please ensure you download the app before arriving to Christchurch to make the most of its features.

SOCIAL MEDIA

We would love to see your conference highlights! Share your experience on social media using the official hashtag: **#counted2026**

Whether it is a scenic snap, a session takeaway, or a group photo – tag your posts and join the conversation.

DRESS CODE

Delegates are requested to wear smart or business-casual attire for all sessions throughout the event. Christchurch will be in spring, with daytime temperatures typically around 15–17 °C. Mornings and evenings can be cool, and light rain is possible, so we recommend packing layers and a weather-appropriate jacket.

Recommendations for men:

- Collared shirts (button-down shirts or polos)
- Tailored trousers, chinos, or neat jeans (no ripped or distressed denim)
- Closed-toe footwear such as loafers, leather shoes, or clean sneakers
- Light jackets, knitwear, or blazers for cooler conditions

Recommendations for women:

- Blouses, shirts, or smart tops
- Tailored trousers, skirts, dresses, or neat jeans (no ripped or distressed denim)
- Closed-toe shoes including flats, heels, boots, or clean sneakers
- Light jackets, wraps, knitwear, or blazers recommended

Event-Specific Dress Code:

- **Count Golf Day** – Golf attire (collared shirts for men, no denim)
- **Pinnacle Event** – Smart casual
- **Count.ed Welcome Night** – Smart casual
- **Tribe & Equity Partner Dinners** – Smart evening wear / cocktail attire. An elevated evening look to suit a special dinner setting, with awards being presented. Not as formal as a gala dinner, but dressier than business or smart casual.
 - *Women:* Cocktail dresses, elegant midi dresses, jumpsuits, or tailored separates with heels or dressy flats
 - *Men:* Collared shirts with tailored trousers or chinos, dress shoes or polished loafers; jackets optional but encouraged
- **Phoenix Series Event** – Business casual
- **Count.ed Festival** – Enchanted, luminous, and festival-ready! Think glow, metallics, rich botanicals, and statement accessories – this is your chance to lean into creativity while choosing something comfortable you can dance and celebrate in.

CPD HOURS

CPD will be awarded for all qualifying industry sessions attended throughout the 2026 Count.ed Conference. The attributable CPD hours, including relevant CPD areas, will be made available via the conference agenda.

To ensure you receive CPD for the sessions you attend, you must check-in to your session via the conference app on your smart device. Once successfully checked in, your attendance will be logged and CPD can be awarded. Further information will be provided once the conference app goes live.

Following the conference, the Count Professional Development team will award CPD to all conference delegates. For Count Authorised Representatives, and other Count members with an active Ontrack account, the Professional Development team will automatically upload relevant

CPD hours via your Kaplan Ontrack account. For all other delegates, including Accountants, please email the Professional Standards team via professional.standards@count.au for a valid CPD Certificate to be issued.

ACCOMMODATION

CROWNE PLAZA CHRISTCHURCH

Located directly opposite Te Pae Christchurch Convention Centre, this contemporary hotel offers modern, comfortable rooms just 1–2 minutes' walk from the venue. Guests can enjoy on-site dining at Market Place Restaurant & Bar and the 1851 Social Champagne Lounge.

Check-in: 3:00pm

Check-out: 11:00am

NOVOTEL CHRISTCHURCH CATHEDRAL SQUARE

Positioned on iconic Cathedral Square and only a 1-minute walk from Te Pae, Novotel offers modern accommodation with an on-site restaurant, bar, and fitness facilities – steps from cafés, shops, and cultural attractions.

Check-in: 2:00pm

Check-out: 11:00am

FABLE CHRISTCHURCH

A stylish boutique hotel approximately 4–5 minutes' walk from Te Pae, Fable features contemporary rooms, on-site dining and bar, gym, and sauna, with easy access to theatres, dining, and New Regent Street.

Check-in: 2:00pm

Check-out: 11:00am

IBIS CHRISTCHURCH CITY

Just a 5-minute walk from Te Pae, ibis Christchurch City offers modern, comfortable rooms near Riverside Market and Hereford Street dining precinct – ideal for delegates seeking simplicity and convenience.

Check-in: 2:00pm

Check-out: 11:00am

PERSONAL EXPENSES

Dry cleaning/laundry, mini bar items, personal bar beverages, room service, and restaurant meals charged to your room are at your own expense. This includes any extra breakfast charged to your room. Only event organised functions and conference program meals and beverages are taken care of.

ADDITIONAL ACCOMMODATION

If you would like to book additional nights in Christchurch at one of the main conference options, either before or after the conference program, please advise your preference via email to count.edconference@eventscape.com.au.

Your extra night requests are based on availability at the time of you confirming the quoted costs.

ALTERNATIVE ACCOMMODATION OPTIONS

If you have chosen your own accommodation and booked this yourself, you will be required to organise payment, transfers and extension stays directly with them.

TRAVEL

FLIGHTS & AIRPORT TRANSFERS

- You are responsible for booking your own flights and airport transfers
- Please ensure you arrive at the airport approximately three hours prior to international departure
- Online check-in generally opens 24–48 hours prior to departure (subject to airline)
- Ensure you carry:
 - Your passport
 - Confirmation of your completed New Zealand Traveller Declaration (NZTD)

PASSPORT & ENTRY REQUIREMENTS

- Ensure your passport is undamaged and matches your flight booking details
- Your passport must be valid for at least three months beyond your planned date of departure from New Zealand
- All travellers entering New Zealand must complete a [New Zealand Traveller Declaration \(NZTD\)](#)

TRAVEL INSURANCE

We strongly recommend obtaining comprehensive travel insurance prior to attending the 2026 Count.ed Conference.

Your policy should cover:

- Medical emergencies while overseas
- Trip cancellation or delays
- Lost, damaged, or delayed luggage

If you plan to participate in adventure or outdoor activities during your stay (e.g. skiing or alpine activities), please ensure your policy includes appropriate coverage.

GETTING AROUND CHRISTCHURCH

Christchurch is compact and easy to navigate:

- Uber is widely available and convenient
- Taxis are available but are generally more expensive than rideshare services
- Public buses operate extensively across the city and surrounding areas

Most hotels and the Te Pae Christchurch Convention Centre are within walking distance of key CBD attractions.

GENERAL

MEDICAL & HEALTH

In the event that you require medical attention during your stay in Christchurch, the following medical facilities and services are located close to Te Pae Christchurch Convention Centre:

Emergency & Hospital Services

For life-threatening emergencies, please dial 111 immediately or attend [Christchurch Hospital](#), Christchurch's main public hospital with a 24/7 Emergency Department (approximately a short drive from the city centre).

Urgent Care & Walk-In Clinics

For urgent but non-emergency health needs (minor injuries, illness, or same-day medical assessment), you may visit:

- [24 Hour Surgery](#) – walk-in urgent care open 24 hours a day, 7 days a week.
- [Riccarton Clinic and After-Hours Medical Centre](#) – Urgent care and general practice with extended hours (open daily).

General Practice & Medical Centres (GPs)

For routine medical care or non-urgent appointments during clinic hours, the following practices are nearby:

- [The Christchurch Doctors](#) – central city family practice physician.
- [Moorhouse Medical](#) – local medical centre in Sydenham.
- [Christchurch Immigration Health](#) – well-reviewed medical centre at The Caledonian Centre, St Albans.
- [Tend Hagley Park Medical Centre](#) – general practice near Hagley Park.
- [After Hours GP](#) – excellent urgent care option for GP appointments outside standard hours.

Health Advice & Support

If you are unsure whether you need to see a doctor, you can call New Zealand's free Healthline service at 0800 611 116 any time for health advice and guidance.

CONTACT US

CONFERENCE QUERIES

For all queries relating to the 2026 Count.ed Conference, please contact Eventscape via count.edconference@eventscape.com.au.

EDUCATION & TRAINING

For any CPD or training related queries, please contact the Count Group Professional Development team via professional.development@count.au.