

Protections 2018

Registration Terms and Conditions

Booking Conditions

Confirmation will be sent to the delegate ("you") on receipt of your booking. If you have requested an invoice one will be sent to you from HR Wallingford Ltd ("we" or "us"). Payment for the conference, associated facilities and all accommodation booked must be made before the conference date.

If payment is not made before the conference date you will be asked to make payment on the first day of your attendance with a personal credit card. Admission may be refused by us in the event that you have not paid

Joining Instructions

We will send you joining instructions by email approximately one month before the start of the conference. We will not be held responsible for the non-arrival of registration information. If you have not heard from us within 14 days of the conference date, please contact the Protections 2018 Local Organising Committee (email info@protections2018.org telephone +44 (0)1491 822364.)

Conference registration fees cover entrance to all sessions, conference proceeding (electronic format), coffee/refreshment breaks and lunch. Attendance at the welcome reception is included in the conference registration fee. There will be a surcharge for attendance at the conference dinner.

Cancellations / Substitutions

Cancellations and substitutions must be made in writing.

We cannot offer refunds on accommodation reservations with the hotel once these are booked (whether or not you have received confirmation and joining instructions from us) unless we can resell your room.

If you cancel your booking over 12 weeks before the event your conference registration fee will be refunded, minus a £50 (plus vat) charge to cover administrative costs. Registrations cancelled between eight and 12 weeks before the event will receive a 50% refund of the registration fee, minus a £50 (plus vat) charge to cover administrative costs. Registrations cancelled less than eight weeks before the conference will not be refunded. Refunds will be made after the conference.

We are sorry that we are unable to accept provisional bookings. Substitutions will be accepted at any time.

Bookings received less than two weeks before the conference date can only be paid by credit card. Non-attendance at the event will be considered a late cancellation and the full fee will be payable.

It may be necessary for reasons beyond our control to alter the content and the timing of the programme or the identity of the speakers.

In the event that the conference has to be cancelled you will be entitled to a full refund of your delegate fees. We will not be responsible for the reimbursement of any other costs incurred by you.

Liability

We will not be responsible for personal injury to you unless such personal injury is caused by our negligence. You agree to indemnify us in respect of any liability for personal injury caused by your negligence which is incurred by us or our agents, contractors or any person attending the conference.

We will not be responsible for loss or damage to any of your property unless such loss or damage is caused by our negligence. You agree to indemnify us in respect of any liability for damage to property caused by your negligence which is incurred by us or our agents, contractors or any person attending the conference

We shall not be liable to you for any loss or damage (whether direct or indirect) which may be suffered by you arising by reason of any circumstance or events beyond our control including but not limited to acts of God, war, riot, strike, lock-out, trade dispute or labour disturbance, accident, breakdown of plant or machinery, fire, flood, storm, leakage, shortage of or inability to obtain materials, failure of supply of

electricity or telephone or compliance with any regulation, direction or request made by a Government authority.

Conference Language

The official language of the Conference is English.

Data Protection

The personal information supplied by you when registering will be used by us to supply you with further details relating to the Conference. Your data will also be held on a database by us and may be used to send you information on related services and activities. We will not disclose your details to any other organisation outside of HR Wallingford Group. If you do not wish to receive details of HR Wallingford's services and activities contact marcomms@hrwallingford.com.

General

Nothing in these Terms and Conditions shall restrict or exclude any liability that we have to any party that cannot be excluded by law. These Terms and Conditions shall be governed by English law, and the courts of England and Wales shall have exclusive jurisdiction over any disputes arising.

Submission of your booking constitutes a legally binding agreement. UK delegates may request an invoice and requests must be endorsed with either a purchase order number or by an authorised signatory. For your reference our VAT registration number is GB570039752.