

# Delegate terms and conditions

NHBC – Building for tomorrow 2015



## 1. Refunds, cancellation, rescheduling of the seminars

Tickets purchased Building for tomorrow 2015 seminars cannot be refunded unless:

- (a) a seminar is cancelled; or
- (b) a seminar is moved to another date and you decide not to retain your booking for the rescheduled seminar.

## 2. Payment terms and conditions for delegates at our Building for tomorrow seminars

All bookings made prior to the conference must be paid in full to guarantee registration. If payment is not made at the time of booking, registration will be provisional.

### 3 for 2 Terms and conditions

3 for 2 on delegate places only. Available whilst stocks last. For every 3 delegate places bought within the '3 for 2' promotion, one place is free of charge. The '3 for 2' promotion is independent of any other promotion and cannot be used in conjunction with any other offer or promotion. This '3 for 2 Offer' may be changed, amended or withdrawn at any time without prior communication.

## 3. Substitutions and cancellations

Tickets are non refundable, however delegates may nominate an alternative person from their organisation to attend up to 48 hours prior to the start of the event, at no extra charge.

## 4. Access requirements

Delegates should advise of any special access requirements at the time of registration.

## 5. Registration information

Registration information will be sent to registered delegates by email at least seven days prior to the event. Any delegate not receiving the registration information should contact us at [lwilliams@nhbc.co.uk](mailto:lwilliams@nhbc.co.uk).

## 6. Alterations to programme

NHBC reserves the right to make alterations to the seminar programme, venue and timings. In the unlikely event of the seminar being cancelled by NHBC, a full refund will be made. Liability will be limited to the amount of the fee paid by the delegate.

## 7. Speakers

Views expressed by speakers are their own. NHBC cannot accept liability for advice given, or views expressed, by any speaker at the conference or in any material provided to delegates.

## 8. Photography and filming

For promotional purposes, there may be a professional photographer and video production taking place during the seminar. Delegates who do not wish to be filmed or recorded should contact Laura Williams at [lwilliams@nhbc.co.uk](mailto:lwilliams@nhbc.co.uk) or **01908 746726**.

## 9. Data protection

By submitting registration details, delegates agree to allow NHBC and companies associated with the seminar to contact them regarding their services. Delegates who do not wish to receive such communications please email [lwilliams@nhbc.co.uk](mailto:lwilliams@nhbc.co.uk). The contact details of registered delegates will be placed on the attendee list which will be passed to sponsoring companies and to all attendees for them to see who is at the seminar for the purpose of networking and meetings. Delegates who do not wish to be included on this list should advise at the time of booking.

## 10. Websites and links

The seminar and associated NHBC websites may link to other websites and networking tools provided for the convenience of the users. The contents of these websites are maintained by their owners, for which NHBC takes no responsibility. Neither can responsibility be taken for contents of any website linking to this website.

## 11. Insurance

It is the responsibility of the delegate to arrange appropriate insurance cover in connection with their attendance at the conference. NHBC cannot be held liable for any loss, liability or damage to personal property.

If you have any questions about these Terms and Conditions, please contact:

Laura Williams - Events Executive at [lwilliams@nhbc.co.uk](mailto:lwilliams@nhbc.co.uk), or call **01908 746726**.

Or write to us at NHBC, NHBC House, Davy Avenue, Knowlhill, Milton Keynes MK5 8FP.

