

# Careers Events

## Booking Terms & Conditions

By submitting your booking form, you are committing your organisation to attend our event and to pay the agreed fee. If your circumstances change and you need to cancel, this is possible but we will still charge a fee, depending on when the cancellation is made.

Less than one calendar month before the event - full fee is charged

More than one calendar month before the event - half the fee is charged

Please note that by submitting your booking form, you are agreeing to these cancellation terms.

### **Free stand holders (Charities, start-up's, etc. - Only offered at certain events)**

By submitting your booking form, you are committing your organisation to attend our event. If your circumstances change and you either cancel or do not attend, the Careers Service reserves the right to make a charge for your cancellation/non-attendance.

- If you cancel more than 1 month before the event – half the waived fee usually applicable for the event + VAT
- If you cancel less than 1 month before the event, or do not attend – the waived fee usually applicable for the event + VAT.

Please note, that by submitting your booking form, you are agreeing to these cancellation/non-at-

### **Stand details**

We expect standard industry exhibition display banners to be used - if your display is different/unusual, please contact Alex Ashbee prior to the event on +44 (0)20 7594 6014.

We reserve the right to refuse any oversized/non-approved stands.

Additionally, we reserve the right to limit display stands to display banners (smaller pop-up banners). Due to the popularity of our fairs we may revise the floor plan in order to accommodate as many companies as possible.



## Disclaimer and indemnity

The Organisation agrees to indemnify and keep indemnified the College (and any of the College's officers, employees, agents or contractors) against all actions, claims, proceedings, demands, liabilities, losses (including loss of profits), damages, costs and expenses whatsoever by whomsoever made and howsoever arising or paid by or awarded against the College in respect of or caused directly or indirectly by:

- (a) the neglect or fault of the Organisation;
- (b) any breach by the Organisation of any of its obligations under this Agreement;
- (c) the College's enforcement of this Agreement; or
- (d) the use of the venue by the Organisation.

The Organisation agrees and acknowledges that the College, its employees, agents or contractors, shall not be liable for:

- (a) any damage, loss, delay or expense incurred by the Organisation (except for death or personal injury resulting from the negligence of the College, its employees, agents or contractors or arising out of the College's repudiatory breach of contract); or
- (b) damage, theft or loss of any goods, articles, possessions, equipment, objects or similar things brought or sent to, or used, kept or left on or at the premises.

## Circumstances beyond our control

The College shall not be liable to the Organisation for any loss, damage or expense incurred by the Organisation due to circumstances outside the control of the College or for any delay or non-performance of its obligations under these Terms and Conditions.

