**School Games National Summit 2019**

**Terms and Conditions**

**Orders and acceptance**

1.1 The delegate is deemed to accept these terms upon registering for the School Games National Summit 2019 and is responsible for ensuring the accuracy of all details submitted.

1.2 These terms govern the booking for the event and attendance at the event. The event website incorporates these terms and they constitute a legally binding contract at the point of booking.

1.3 The closing date for bookings is 17:00 on Friday 8th November or earlier should capacity be reached.

1.4 Confirmation of the booking will be sent via an automated email at the time of registration.

1.5 The Youth Sport Trust will not reserve places. Places are offered on a first come, first served basis; the only delegates who have a guaranteed place at an event are those who have received the email acknowledgement in 1.4.

**Fees**

2.1 The event is fully funded for SGOs, LOC lead representatives and School Games NGBs. Tickets for additional places can be purchased at £115 + VAT per delegate – this includes all fees, materials and refreshments.

2.2 We will endeavour to accommodate all dietary requirements providing that the delegate provides this information within 14 days of the event, however we are unable to guarantee this.

2.3 All prices exclude VAT at 20% unless otherwise stated.

2.4 Accommodation is not included within the fee. All accommodation must be booked independently of the Youth Sport Trust.

**Payments**

3.1 Payment in full must be received and cleared by the Youth Sport Trust as per the invoice payment terms. We accept payment by selected debit/credit cards, or bank transfer.

**Cancellations**

4.1 The Youth Sport Trust reserves the right to cancel or postpone the event without notice. In such circumstances, the Youth Sport Trust will return any payment received for any paid for tickets. Any refund will be limited to the amount paid by the delegate to secure their place at the event.

4.2 In the event of a cancellation by a delegate, cancellation fees will be due as follows (applies to paid for tickets only):

* Cancellations received prior to 17:00 on Tuesday 22nd October will incur a £20.00 cancellation fee.
* 100% of the delegate fee will be charged for cancellations received after 17:00 on Tuesday 22nd October. Substitutions will be permitted.

4.3 All cancellations or substitutions must be received in writing to: events@youthsporttrust.org

4.4 If applicable, refunds will be paid as soon as possible, or within 30 days.

**Force majeure**

5.1 The Youth Sport Trust will not be liable for any failure or delay in the delivery of the event which is caused by circumstances beyond its reasonable control.

5.2 Where such circumstances occur, the Youth Sport Trust’s obligations will be suspended for so long as such circumstances continue, or the event may be cancelled, in which case the provisions of clause 4.1 will apply.

**Venue and content of event**

6.1 The Youth Sport Trust reserves the right to change the venue of the event from the venue specified, when necessary. In the case of changes to the venue the Youth Sport Trust will inform the delegate as soon as possible and provide information about the revised venue.

6.2 Speakers at any event hosted by the Youth Sport Trust speak on behalf of themselves or any organisation they represent. Opinions expressed by speakers are, therefore not necessarily those of the Youth Sport Trust.

6.3 The Youth Sport Trust will endeavour to ensure that the published programme is provided. The Youth Sport Trust, however, reserves the right to alter the published programme according to circumstances.

6.4 Delegates must follow any health and safety requirements, including fire evacuation procedures, stipulated by the venue.

**Copyrights**

7.1 By completing the online booking form delegates acknowledge that all rights in the content of events and materials shall be owned by the Youth Sport Trust (or the consultant responsible for developing the event and materials) and that in attending an event delegates will not obtain any rights whatsoever in such content or materials.

**Data Protection**

8.1 Your privacy is important to us at the Youth Sport Trust. To see how we collect, process and protect your personal data, please read our [Privacy Policy](https://www.youthsporttrust.org/privacy-policy). Please note that we do not retain any details of debit or credit cards used to make payments to us.

8.2 Photographs and/or video footage will be taken during the event by, or on behalf of the Youth Sport Trust, which may be featured in promotional literature (online/printed) and media activity (social media/website/national media coverage) about this and future events. The Youth Sport Trust may also use the photographs or video footage after the event, in promotional literature or media activity about their work. We have a legitimate interest to process images for these purposes. The Youth Sport Trust is funded by grants, donations and sponsorship, so photographs and videos are an important source of evidence of our work.

If you do not wish for images of yourself to be used, please send an email, prior to the event, to events@youthsporttrust.org.