

Terms and Conditions for participating in IEWeek2019/20

Terms of Reference

- The term "Participant" shall include all representatives and agents of any organisation to whom space has been allocated for the purposes of participating in International Education Week
- The term "Organiser" means IE Week operated by Pathway Events Ltd
- The term "Event(s)" shall mean the event(s) referred to in the form above including online events and the road show tour.
- The term "Contract" means the contract for participation space in **IEWeek** entered into between the Organiser and the Participant.
- The campaign start date is 1st January 2020 with events delivered in March 2020 from 23rd - 28th.

1. Use of Exhibition Space. Exhibitors are only entitled to exhibit the announced products/services detailed on the Order Form. Exhibitors must not sublet or assign their space to other parties either wholly or in part without the consent of the Organiser in writing.

2. Breach of Contract and/or withdrawal by Exhibitor(s) If Exhibitors withdraw from the Event they must confirm this in writing to the Organiser. The Exhibitor will incur the following charges:

- A 24 hour cooling off period is applied where full payment can be refunded
- Cancellation within 24 hours and 14 days of signature on order form: 25%
- Cancellation within 28 days prior to the start of the event (March 2020) - Full cost payable.

4. Payment and invoicing. Bookings will be invoiced immediately and payment will be due 28 days after the invoice date.

5. The payment includes a 25% non-refundable deposit which is payable to cover the costs associated with the event including the campaign, event venues and other associated costs. Please note the deposit is non-refundable even if the participant withdraws from the events.

6. Changes in venue and/or duration of Event. Pathway Events LTD reserves the right to change the venue and duration of Events. In the event of change of venue and/or duration, the agreement to participate shall remain in force so long as the Exhibitor is informed at least one week prior to such a change-taking place. This may include online events.

7. The Organiser shall not be liable for any loss sustained by the Exhibitor directly or indirectly attributable to cancellation, suspension or reduction of duration of the scheduled Events due to:

- Act of terror.
- Acts of war, military activity, and municipal statutory or civil authority requisition.
- Fire or excessively inclement weather e.g. earthquake, flood, or typhoon.
- Damage caused by a foreign object including aerial objects or aircraft.
- Strikes or industrial action.
- If an Event is cancelled, reduced or postponed then in such an event the unit costs paid to the Organisers, or any part there of may be refunded at the sole discretion of the Organisers to the Exhibitors.

8. The Organisers shall take all appropriate security precautions in the interest of the Exhibitors.

9. Pathway Events LTD reserves the right to photograph and video the event and participants and to use such materials for promotion, unless you agree not to participate.

10. Insurance. The Exhibitor is responsible for all personal injury or damage to property arising from the Exhibitor's without prejudice to the Organisers' right to appropriate the entire sum or any part there of for expenses they have already incurred for the event visitors. The Organisers shall not be held responsible for any loss or theft of exhibits at the Event or associated premises during the build-up, duration of the Event dismantling period.

The Exhibitor must hold current public liability insurance for an amount reasonable to the risks involved with the Exhibitor's participation in IEWeek and must provide Pathway Events LTD with a copy of the insurance policy upon demand.

The Organiser is under no liability for personal injury to the Exhibitor or its employees, contactors, subcontractors or agents. Pathway Events LTD is under no liability for the loss of or damage to exhibits or property owned by the Exhibitor, its employees, contractors, sub-contractors or agents no matter how it is caused. The Exhibitor is therefore responsible to take out its own insurance in respect of such risks.