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## TERMS & CONDITIONS

### Confirmation of participation

English UK reserves the right, at its sole discretion, to reject an application without assigning a reason and applications will only be considered for acceptance from applicants whose products are, in the opinion of English UK, compatible with the theme of the event. Participation in StudyWorld will be confirmed by English UK and will be made definitive by issuance of confirmation email, at which stage participation is considered as binding and the terms and conditions will apply.

### Personal data

We are committed to protecting your privacy and your personal data. We want you to fully benefit from the events and activities we organise and be clear about how and why we process your personal data and endeavour to keep it safe. Your personal data will not be retained for longer than is necessary for the relevant purposes as set out in our Privacy Policy. You can ask us about your personal data at any time. You can also withdraw the consent to use your personal data at any time. Please be aware that a withdrawal of consent before the start of this event will incur a full event cancellation and cancellation fees as noted in these Terms and Conditions.

### General

Shared participation is not permitted. Participants wishing to promote more than one company must provide English UK with evidence that the companies are under the same ownership and/or franchise.

Course providers or those with subsidiaries offering language courses are not eligible to participate as service providers. Service providers registered to attend are prohibited from selling, offering or promoting in any way courses or educational programmes provided by themselves or by any other person, affiliate or organisation.

### Venue, dates & cancellation

English UK reserves the right, at its sole discretion, to cancel the event in which case it is expressly agreed that English UK's total liability shall be limited to refunding the participation charge or any part of it which has already been paid to English UK by the applicant. An administration fee and money transfer costs may be charged.

In the event of a major disaster which prevents StudyWorld from taking place at the QEII Centre on the dates previously notified, if a suitable alternative venue is found English UK reserves the right not to refund the participation charge or any part of it which has already been paid to English UK by the applicant. English UK also reserves the right, at its sole discretion, to change the dates and/or venue previously notified, in which case English UK reserves the right not to refund the participation charge or any part of it which has already been paid to English UK by the applicant.

In the above cases no liability shall attach to English UK in respect of any loss or consequential loss of whatsoever nature arising, for example, costs incurred due to changed travel arrangements.

### Liability & insurance

All participants are advised to obtain adequate insurance cover against personal liability, fire, and theft. English UK will not be held liable for any loss of or damage to exhibits or equipment as for instance through fire or theft, regardless of whether this damage is sustained prior to, during, or after the event.

### Layout & allocation of stands

English UK reserves the right to determine the overall layout of the exhibition space generally and the allocation of space to applicants. All participants' promotional material must fit within the allocated exhibition space and materials that obstruct the view of other tables/ exhibition stands or block walkways are not permitted and will be removed by English UK.

In the interest of StudyWorld delegates, please make sure that your stand is attended at all times during opening hours. Stands must not be dismantled before 17:00 on 9 September.

### Event Guide listing & Marcom eSchedule PRO profile

The information provided by participants in their registration form will inform their Event Guide entry and Marcom eSchedule PRO profile. Participants are responsible for notifying English UK of any errors or omissions in any data and no liability shall attach to English UK in respect of undisclosed errors or omissions.

### Attendees list

The details of participants, accessed via the StudyWorld website and the Marcom eSchedule PRO, are for one-time use in connection with StudyWorld London 2020 and may not be passed on to a third party.

### Media Waiver

Participants agree for English UK to use photographs and video recordings, taken at StudyWorld, for the promotion of future StudyWorld events.

**Payment terms**

All fees are payable in GBP (£) as indicated on the registration form and invoice, by credit card or bank transfer. To qualify for the 'Early Bird' rate payment must be received in full on or before 28 February 2020. English UK will withdraw its acceptance of 'Early Bird' bookings in the event that the participation fee has not been received by the dates specified. Full and immediate payment will be due by credit card for registrations received after 17 August 2020. Entry to the event will be refused if payment has not been received in full by 9 September 2020.

**Cancellation of participation**

English UK Enterprises will impose a charge equivalent to 20% of the full participation fees in respect of cancellation of participation received in writing up to eight weeks prior to the first day of the event. Thereafter the full amount is payable. No refund will be given after receipt of the participant list. All cancellations or alterations to bookings must be notified to English UK Enterprises in writing.