



## **MDT Meeting**

### **Registration Terms and Conditions**

#### **Payments and payment methods**

Where an event fee applies, event bookings will generate an invoice. This will be issued to the delegate (or other contact as advised) via our third-party bookings platform.

Where required for group bookings, purchase order numbers must be included as part of the booking. Invoices must be settled within 30 days of the date of issue, but not later than 14 days prior to the first day of the event.

Payment methods accepted are Credit/Debit card or bank transfer for group bookings and with a Purchase Order only. Tickets will not be reserved until a purchase order has been received.

#### **In person access**

Please note the following:

- In person tickets will not be available to buy at the meeting
- Delegates will only be able to access the meeting with their own ticket
- Delegates are not allowed to send another delegate in their place without contacting and discussing with the events team a week prior to the meeting. Anyone turning up in place of someone else will not be given access to the meeting.

#### **Cancellation or postponement of event**

In the unlikely circumstance that British Society for Heart Failure, hereafter referred to as "BSH", has to cancel the event, we will refund any pre-paid registration fees. BSH shall not be liable for reimbursing the cost of travel or accommodation arrangements booked by those attending a BSH event.

In the event of a postponement, all tickets will automatically be valid for the new date, or transferable to someone else in the same ticket pricing bracket. Refunds will be available if you are unable to make the new event date.

BSH reserve the right to change the event venue within 10 miles of the advertised venue. BSH shall not be liable for reimbursing the cost of travel or accommodation arrangements booked by those attending a BSH event.

## **Cancellation of attendance at an event**

Please let us know if you cannot attend a BSH event as soon as possible by emailing [events@bsh.org.uk](mailto:events@bsh.org.uk)

Where a fee has been charged, you will be reimbursed as follows:

- For cancellations up until midnight, three weeks prior to the first day of the event a 100% refund will be given. An administration fee will be charged.
- For registrations cancelled after midnight, three weeks prior to the first day of the event, or for failure to attend the conference, no refund will be given.
- You will not be able to send another delegate in your place without contacting and discussing with the events team prior to the meeting up to a week prior to the first day of the event. Anyone turning up in place of someone else will not be given access to the meeting. An administration fee will be charged.
- Changes will incur a fee as stipulated below

To cancel or amend a booking email [events@bsh.org.uk](mailto:events@bsh.org.uk)

## **Name Changes**

Tickets are transferable, it will be possible to amend the name on your ticket to a colleague within the same ticket pricing bracket:

- For name changes up until midnight, one week prior to the first day of the event, there will be an administration fee of £10
- Within one week prior to the first day of the event, name changes will not be possible.

To arrange for a name change contact [events@bsh.org.uk](mailto:events@bsh.org.uk)

## **Force Majeure**

For the purposes of these terms and conditions, "force majeure" means any cause beyond our reasonable control including, but not limited to, war, acts of terrorism, governmental requirements, acts of local or central government or other competent authorities, acts of God and industrial disputes.

We will not be liable to you for failure to perform any obligation under these terms and conditions or in relation to your booking to the extent that the failure is caused by force majeure.

## **Recording disclaimer**

During this event we may do one or all of the following:

- Take general photographs at a physical event
- Take screenshots (subject to your approval for the platform to access your webcam) at a virtual event
- Record all audio output from the event

- Video record the event proceedings
- Live stream selected event proceedings

Any subsequent photographs or recordings may be used in future BSH publicity materials only. All video and audio recordings and photographs will remain the property of BSH. By registering for this event, you are agreeing to the screenshotting or photographing and/or recording and/or filming of the proceedings, as described above, being made for future dissemination by BSH.

BSH Scientific content will be streamed online, recorded and available for all ticket holders on demand for 3 months following the annual meeting. If you wish NOT to be photographed or video recorded, please let the organisers know on arrival at a physical event, or email [events@bsh.org.uk](mailto:events@bsh.org.uk)

## **Conditions of attendance**

You must comply with instructions and directions given by staff, BSH and stewards and agents of the venue (where relevant) and any applicable policies and procedures of which you are notified.

We reserve the right to refuse access to, or remove any delegate from any BSH event who, in our reasonable opinion has, or is likely to affect the experience of the other delegates, in our reasonable opinion is acting under the influence of alcohol or drugs, or who uses threatening, abusive or insulting words or behaviour or who behaves in a manner which may cause a breach of the peace.

BSH is dedicated to creating and maintaining a positive event experience where everyone is treated with dignity, courtesy and respect, in line with BSH's Charter.

Any discriminatory language and imagery are not appropriate at any BSH event, including in presentation material. Violation of these rules could result in exclusion from the event without a refund.

Please also refer to your own workplace's grievance and disciplinary procedures on how they handle complaints against members of staff as we may report any breach of these conditions to your employer.

## **Ticket Agent**

BSH issues tickets on behalf of BSH Services Limited (its wholly owned subsidiary company) which facilitates educational and scientific events on behalf of BSH.