

Girls' Schools Association ("GSA") Conference: Terms and Conditions for Corporate Partners

1. Introduction

In these Terms and Conditions, references to "we" or "us" means GSA and references to "you" means the confirmed corporate partner (as appropriate), the "event" means the GSA Annual Conference 2022.

2. Booking Form

Your booking must be submitted using the Booking Form. Once your booking has been confirmed, an Order Confirmation will be emailed to the email address you specified in the Booking Form, at which point the Contract will commence. No Contract is formed until we send the Order Confirmation. We reserve the right to refuse any Booking Form for any lawful reason.

3. Payment terms

An invoice will be issued upon confirmation of your booking. Cancellations less than one month prior to event will be charged in full; excluding the cancellation by GSA.

4. Exhibitor's Undertakings

You undertake to provide us, at cost, all suitable material in a format and within deadlines reasonably specified by us for it to be used in the setting up of your Exhibitor Profile. Any publicity material produced respectively by either of us or on our respective behalf complies with the provisions of the British Code of Advertising Practice and Sales Promotion (as amended from time to time) and the terms of this Agreement and that it contains no inaccuracies of fact and conforms to the highest standards of good taste and decency.

During this period, you undertake not to distribute promotional material e.g. leaflets in the Conference area or hotel except in your allocated stand area. Breach of this clause may lead to any application by you in future years being refused.

5. **Liability**

Liability of the GSA to you: our liability to you shall be limited to the value of the Exhibition Fees received from you provided that nothing in these Terms and Conditions shall exclude or limit the liability of the GSA in respect of death or personal injury caused by its negligence, fraudulent misrepresentation or any liability which cannot, as a matter of law, be excluded. Liability of you to the GSA: you shall be liable for payment of the Exhibition Fees and, in addition, for payment in respect of any damage to equipment and/or the conference venue caused by your action or omission. You must, as exhibitors, be covered by an all-risks insurance policy to cover any loss or damage that may occur during the conference. GSA accepts no liability for any loss or damage to exhibition stands or to exhibition staff.

6. **Cancellations and Changes by GSA/Force Majeure**

The GSA reserves the right to cancel or postpone the event at any time and offer a credit or a refund without any liability to you. The programme for the event is correct at the time of going to print. However, you accept that alterations may occasionally be necessary. If we are prevented or delayed from performing our obligations under this Agreement by any factor or the threat of any factor beyond our reasonable control (including, for the avoidance of doubt, any decision by us to cancel or postpone all or part of the Event or any of the events comprised in the Sponsor Benefits, as a result of the same) (a "Force Majeure Event"), we shall not be liable for any such failure or delay in the performance of our obligations and no payments made by you shall be repayable or returnable to you provided that we have:

- (a) used all reasonable endeavours to perform our obligations under this Agreement and to mitigate the effect of the Force Majeure Event; and
- (b) given as much written notification as is reasonably practicable to you on and of the occurrence of the Force Majeure Event, the events giving rise to that Force Majeure Event and an estimate of the length of the resulting delay, if any.

7. **Fire Regulations**

Due attention must be given to maintaining free and clear access to all fire escape routes and exits and to ensure that no obstruction takes place which is likely to interfere with any emergency evacuation of the premises. Fire hoses and appliance points must be similarly free from any obstruction.

8. Stand information

Stands are 2m x 1m, 3m x 1m and 4m x 1m, costs are as indicated on the booking form and within the partnership opportunities webpage

Your space will include the following:

- Electrical socket (To be confirmed)
- Table and two chairs (if required);
- Refreshments, i.e. coffee/tea and lunch for up to two exhibitors.
- A listing on the GSA Conference app, including logo, brief company overview and contact details;
- Access to public conference sessions.

Any company wishing to provide food or beverages on their stand must seek permission in advance and ensure that the venue staff are satisfied that all practical arrangements are in place. If this permission is not sought and acquired, you will be asked to remove all catering.

9. Data Protection

- Any personal data provided to the Exhibitor by GSA (such as a list of delegate name and employer name) is provided strictly for use in connection with the Event(s) and must not be passed on to other suppliers or added to personal databases without agreement from the delegate. Should delegates provide permission to share their personal details (such as email address, company address and phone number) with the Exhibitor directly, GSA is not liable for the loss or misuse of information.
- Each party shall comply with the provisions of the Data Protection Act 1998 and any associated legislation and shall not do anything which may cause the other party to infringe the Data Protection Act 1998 or any associated legislation.
- The Exhibitor warrants that it has in place, and shall maintain, appropriate technical and organisational measures against accidental, unauthorised or unlawful processing, destruction, loss, damage or disclosure of personal data and adequate security programmes and procedures to ensure that unauthorised persons do not have access to the personal data.
- The Exhibitor shall indemnify GSA from and against all claims, demands, actions, costs, expenses, liabilities and damages or losses (including all interest, penalties and legal and other professional costs and expenses) incurred by GSA, its officers, agents and sub-contractors as a result of any breach by or on behalf of the Exhibitor of this Clause.

- GSA shall not be liable for any goods or services that are advertised or promoted by you or by us for event purposes. The exhibitor and delegates should make their own inquiries to ensure that the goods and services offered by the suppliers are suitable for both parties purposes, are (as the case may be) of satisfactory quality or provided with reasonable skill and care and that you have read and agreed any terms of business under which those goods and services are supplied.

10. **General**

No waiver by the GSA of any of its rights under these Terms and Conditions shall be effective unless it is expressly stated to be a waiver and is communicated to you in writing.

If any provisions of these Terms and Conditions are determined by any competent authority to be invalid, unlawful or unenforceable to any extent, such provision will to that extent be severed from the remaining provisions, which will continue to be valid to the fullest extent permitted by law.

These Terms and Conditions represent the entire agreement between you and the GSA in relation to the event and supersede any prior agreement, understanding or arrangement between us, whether oral or in writing.

These Terms and Conditions and your application placed under them are available in the English language only, are governed by English law and shall be subject to the non-exclusive jurisdiction of the courts of England and Wales.