

## 1. GENERAL DEFINITIONS

1.1 The "Event" means event, conference or summit organized by REAL DIRECT NETWORK GLOBAL LTD trading as RDN GLOBAL, the "Organizer" means RDN GLOBAL or their appointed representatives. "Sponsor" or "Attendees" includes any person, firm or company, corporation, institution, association or organization who has placed an order / booking to sponsor, participate or attend the Event. "Venue" means the location where the Event is taking place.

1.2 These Terms and Conditions apply to all contracts between the Sponsor / Attendees and the Organizer relating to the Event. Any changes of these terms and conditions can only be binding if agreed by the Organizer in writing. No terms and conditions from the Sponsor / Attendees can apply to any such contract unless expressly agreed by the Organizer in writing.

## 2. PRICING

2.1 All quotations and prices are exclusive of VAT which, where applicable, will be separately charged at the appropriate rate.

2.2 Every effort is made to make sure that detail and specifications for the Event in the Organizer materials are accurate; the Organizer shall have no liability in respect of any discrepancies in or changes to such detail or specifications.

2.3 The Organizer reserves the right at any time and from time to time to make alterations in the format, agenda or programme of the Event as may in their opinion be necessary in the best interests of the Event.

2.4 The price does not include accommodation, foods, or travel costs; these are the responsibility of the Sponsors - Attendees. When food and refreshments are provided, these will be specified at the order / booking.

## 3. PAYMENT

3.1 After the Sponsor / Attendees place an order and send their confirmation to participate at the Event by email, online registration (via Event website) or signed order, the Organizer (upon acceptance of this order) shall send a confirmation email / letter and invoice which the Sponsor / Attendees agrees to pay under this Terms and Conditions.

3.2 The Sponsor / Attendees shall pay the Fees due under invoice within 14 days of the date of the invoice or otherwise in accordance with any credit terms agreed between the Organizer and the Sponsor / Attendees.

3.3 Time for payment is of the essence of the contract between Organizer and the Sponsor / Attendees.

3.4 If the Sponsor / Attendees fails to make payment within the period in sub-Clause 3.1, the Organizer shall charge the Client interest at the rate of 3% per annum above the Bank of England base rate from time to time on the amount outstanding until payment is received in full.

3.5 If the Sponsor / Attendees fails to make payment within the period in sub-Clause 3.1, the Organizer shall have the right to suspend the order / booking until payment is received in full.

3.6 All payments must be made in British Pounds unless otherwise agreed in writing between the Organizer and the Sponsor / Attendees.

## 4. LIABILITY

4.1 The Organizer reserves the right to amend any part of the Event format, agenda or programme if necessary at any time.

4.2 If speakers / presenters cannot attend / participate in the Event due to unforeseen reasons or reasons beyond the Organizer's control, an appropriate qualified new speaker / presenter will be appointed.

4.3 The Organizer will not accept liability for death, personal injury or damages of any nature sustained by Sponsors - Attendees or accompanying persons, or loss of, or damage to their personal property as a result of attending the Event, Event tours or social events. All participants are expected to be insured for any eventuality at the event.

4.4 In the event of pandemic outbreak, industrial disruption or other unforeseen circumstances, the Organizer accepts no responsibility for loss of monies incurred by Sponsors - Attendees.

4.5 Sponsors - Attendees should make their own arrangements with respect to personal insurance, along with travel insurance.

## 5. CANCELLATION BY SPONSOR / ATTENDEES

5.1 Sponsors wishing to cancel an order / booking must do so in writing to the Organizer. Receipt of such will be confirmed in writing by return. The Organizer incurs in various costs before the conference including marketing, promotion and administration expenses, so the following charges for cancellations will apply: a) 100% of total cost if canceled after 14 days of placing an order / booking; b) The full cost of the order / booking is refunded for cancellations made within 14 days of placing an order / booking. The Organizer may offer a credit note to the Sponsor that can be used for Events in the next one year after the cancellation date.

5.2 Attendees cancellations received 30 days prior to the Event taking place will be eligible for a refund less £150 administration fee, after that point no refund can be made. Cancellations must be made in writing, if you are unable to attend you may nominate a colleague to attend in your place at no additional cost.

5.3 All registrations for online virtual events are non-refundable regardless of the reason for the cancellation.

5.4 Non-payment or non-attendance does not constitute cancellation.

## 6. CANCELLATION BY ORGANIZER

6.1 The Organizer reserves the right to cancel any Sponsor / Attendees order and should it do so its sole liability shall be to refund all monies paid by that Sponsor / Attendees. In no circumstances shall the Organizer be liable for any loss (including consequential loss) or damage suffered by the Sponsor / Attendees resulting from such cancellation howsoever the same may be caused.

6.2 If the Event is canceled for any reason by the Organizer, payments received from the Sponsor / Attendees will be repaid in full. Should the Event be canceled, postponed, change the Venue or adversely affected by any cause out of control of the Organizer including but not limited to pandemic outbreak, war, fire, national emergency, labor dispute, strike, lockout, civil disturbance, the Organizer shall be under no obligation to refund all or part of the sums paid by the Sponsor / Attendees in respect of its participation in the Event and shall be under no liability to the Sponsor / Attendees or any other person in respect of any actions, proceedings, claims, demands, losses (including consequential losses) costs or expenses whatsoever which may be brought against or suffered or incurred by the Sponsor / Attendees as the result thereof.

## 7. MEDIA, INFORMATION AND COPYRIGHT

7.1 The Organizer will document the Event by taking photos and videos of the sessions and activities. By registering / attending the Event, you authorize the use of your photos and videos at the Organizer websites and information / promotional materials.

7.2 Information supplied by the Organizer in relation to the Event is accurate to the best of their knowledge and belief but cannot constitute any warranty or representation. Any inaccuracy, mistakes or omission in such information shall not entitle the Sponsor / Attendees to cancel its order / booking. All information and data relating to the Event is the copyright of the Organizer and cannot be passed on to any third party for any purpose.

## 8. WEBSITES & LINKS

The Event and associated Organizer websites may link to other websites and networking tools, provided for the convenience of the users. The contents of these websites are maintained by their owners, for which the Organizer takes no responsibility; neither can responsibility be taken for contents of any website linking to this website.

## 9. LAW AND JURISDICTION

9.1 These Terms and Conditions and the Agreement (including any non-contractual matters and obligations arising therefrom or associated therewith) shall be governed by, and construed in accordance with, the laws of England and Wales.

9.2 Any dispute, controversy, proceedings or claim between the Organizer and the Sponsor / Attendees relating to these Terms and Conditions (including any non-contractual matters and obligations arising therefrom or associated therewith) shall fall within the jurisdiction of the courts of England and Wales.