

## Decom 2018 booking terms and conditions

### TERMS AND CONDITIONS

A delegate registration or a submitted booking form for exhibition space/sponsorship constitutes a legally binding contract. We cannot be held responsible for non-arrival of registration information. If for any reason the programme or venue is to be changed refunds will not be offered.

### CANCELLATIONS

Cancellations must be confirmed in writing before 28 April 2018 and are subject to a 50% refund less an administration fee of £50.00. We regret that no refund can be made after this date, for whatever reason. Bookings made after 28 April 2018 are non-refundable.

### DATA PROTECTION

The information you provide on the registration or exhibition/sponsorship booking form will be held on a database to process the confirmation of your place. Under no circumstances do we pass your details on to external companies for marketing purposes.

### INSURANCE

The NIA do not accept liability for any injuries sustained by attending/exhibiting or for any loss or damage to personal belongings at the event.