

Terms and Conditions

Print Terms and Conditions

In these conditions, the term 'PUBLISHER' means the party who publishes the publication in which the advertising space is booked.

The term 'ADVERTISER/CLIENT' means the party who books the space and is responsible for payment. The term 'AGENT' refers to any third party acting under the instruction of the 'ADVERTISER/CLIENT'.

The term 'ADVERTISEMENT' refers to any copy, including but not exclusive to editorial submissions, display advertising, advertorial, sponsorship, to be used in the advertising space booked by the ADVERTISER or AGENT.

ADVERTISEMENTS

When placing an order for ADVERTISING SPACE, whether using the PUBLISHERS order document, the ADVERTISERS/CLIENTS/AGENTS internal order document/ordering procedure or Email Instruction to proceed with the agreed order, the ADVERTISER/CLIENT/AGENT is assuring the PUBLISHER the terms of acceptance listed 1 – 26 below are fully understood and accepted by the ADVERTISER/CLIENT/AGENT. The PUBLISHERS order document will always be issued to the ADVERTISER/CLIENT/AGENT as standard procedure, drawing attention as to how to view these terms of acceptance, whether the PUBLISHERS order document is used to make the booking or not.

All ADVERTISEMENT orders for space are subject to acceptance from the PUBLISHER (acceptance from the PUBLISHER will be confirmed in writing to the ADVERTISER/CLIENT/AGENT within 24 hours) and are subject to the terms of acceptance listed 1 – 25 below :

1. The PUBLISHER reserves the right to refuse, amend, withdraw or otherwise deal with all ADVERTISEMENTS submitted to him at his absolute discretion and without explanation. All ADVERTISEMENTS must comply with the British Code of Practice. All ADVERTISEMENT and editorial copy, including all images and text, are accepted in good faith by the PUBLISHER. Whilst every effort will be made by the PUBLISHER to verify copyright, the ADVERTISER, upon submitting copy, acknowledges full responsibility for copyright clearance and accepts complete legal liability for all materials supplied. This extends to all other parties submitting copy on behalf of the ADVERTISER. The ADVERTISER permits the PUBLISHER to reproduce submitted ADVERTISEMENT copy in any of its publications and promotional material (including websites). All copyright resides with the original author.
2. The PUBLISHER will not be liable for any loss or damage consequential or otherwise occasioned by error, late publication or the failure of an ADVERTISEMENT to appear from any cause whatsoever.
3. The ADVERTISER will indemnify the PUBLISHER against any legal liability for damage and/or loss and/or expense which the PUBLISHER may incur as a direct or indirect consequence of the ADVERTISER's announcement.
4. Notwithstanding anything in these conditions providing to the contrary, neither the PUBLISHER nor the ADVERTISER shall be liable to each other for any loss or damage consequential or otherwise caused by or arising out of any Act of Parliament, Order of Council, Act of State, strike of employees, lock out, trade dispute, enemy action, rioting, civil commotion, fire, force majeure, act of God or similar contingency beyond the control of either of them.
5. The PUBLISHER cannot accept responsibility for any omission, degradation or other alteration in respect of copy submitted via electronic mail.
6. In no circumstances does the placing of any order confer the right to renew on similar terms.
7. The PUBLISHER reserves the right to increase ADVERTISEMENT rates at any time or to amend the terms of contract as regards space or frequency of insertion.
8. The PUBLISHER reserves the right to refuse cancellations or transfer. Any ADVERTISEMENT booked as a Premier Slot or Cover Position is strictly non-cancellable and non-transferable. Should the PUBLISHER agree to the transfer of an advertisement from one issue to another, this agreement will be strictly non cancellable by either the PUBLISHER or the ADVERTISER. All transfers accepted by the PUBLISHER will be subject to an administration charge of £75.00 per transfer. Transfers will never be accepted by the PUBLISHER once the original copy deadline, as indicated on the original order form has passed.
9. Series discounts apply only to orders placed in advance and completed within the agreed time for the insertions. For series packages the PUBLISHER will repeat the same ADVERTISEMENT in all subsequent issues in the series, unless

informed otherwise by the ADVERTISER. If the ADVERTISER or AGENT wishes to change the ADVERTISEMENT for any/all issues they must submit new ADVERTISEMENT copy to the PUBLISHER before the copy deadline for each specific issue.

10. If the ADVERTISER wishes to cancel (and the PUBLISHER accepts the cancellation) the balance of a contract, except in the circumstances stated in paragraph 7, all unearned series discounts will be surcharged. The PUBLISHER reserves the right to surcharge in the event of insertions not being completed within the contractual period. All surcharges will be applied at the publisher's original rate card. All cancellations accepted by the PUBLISHER will be subject to an administration charge of £75.00 per issue. Cancellations will never be accepted by the PUBLISHER once the original copy deadline, as indicated on the original order form has passed.

11. Where the ADVERTISER has undertaken to supply inserts which have been accepted and approved by the PUBLISHER, the PUBLISHER reserves the right to charge the rate agreed if they fail to arrive at the agreed time and place for insertion.

12. Copy must be supplied without application from the PUBLISHER. Copy deadline is indicated on the space allocation form signed by the ADVERTISER or AGENT. The PUBLISHER reserves the right to alter this deadline according to production schedule and market trends.

13. Copy matter provided must conform to the PUBLISHER's requirements as outlined under the technical specification. Any additional work involved may be charged for. The technical specification is available at from JONES PUBLISHING LTD (Citywealth) and hard copies are available from the PUBLISHER.

14. In the event of the ADVERTISER or AGENT failing to submit copy and approval by the PUBLISHER's deadline, the ADVERTISER or AGENT will forfeit any allocated space and will be charged the rate agreed at the time of booking.

15. All editorial is offered free of charge and independently of any advertising space purchased by the ADVERTISER. Whilst the PUBLISHER will endeavour to accommodate all free editorial, the submission of editorial in no way guarantees its inclusion. The editor's decision to include or exclude any editorial submission is final and no discussion will be entered into thereafter. The ADVERTISER accepts that all editorial will be edited in accordance with house style, as is the case with all paid for advertorial. The ADVERTISER also acknowledges the PUBLISHER's right to refuse or edit any submissions and permits the PUBLISHER to reproduce submitted editorial and images in any of its publications and promotional material (including websites). The copyright for the text, images and design layout remains with the original author(s).

16. Requests will normally be granted to use Jones Publishing's design layout in other media as long as Jones Publishing is credited, and where the layout is not modified without prior permission. This request, (if granted) will incur a standard charge, (a copyright release fee) of £495.00. Permission will only be granted where its use is not detrimental to Jones Publishing Ltd or any of its publications. The copyright for the text, images and design layout remain with the original author(s).

17. Whilst all efforts will be made to accommodate ADVERTISER's wishes with regards to ADVERTISEMENT and editorial positions, the PUBLISHER in no way guarantees that these requests will be met. All ADVERTISEMENT and editorial will be placed as the editor sees fit, and the editor's decision is final. Any efforts to accommodate the ADVERTISER's wishes are complimentary and entirely at the editor's discretion and in no way form any part of the contract between the PUBLISHER and the ADVERTISER.

18. The PUBLISHER cannot accept responsibility for changes in dates of insertion and copy unless these are confirmed in writing and in time for the changes to be made. The PUBLISHER reserves the right to charge for any additional expense involved in such changes.

19. Where the PUBLISHER is designing or making alterations to any ADVERTISEMENT, the PUBLISHER will supply the ADVERTISER with a proof as long as this falls within the stipulated copy deadline, and providing it is practical to do so. In submitting completed advert copy it is understood that the ADVERTISER gives his/her approval to the advert being run as is, and on such occasions no proof will be supplied by the PUBLISHER. The PUBLISHER accepts no responsibility for the running of incorrect advert copy approved by the ADVERTISER or AGENT. Where possible, alterations to ADVERTISEMENT copy can be made by the PUBLISHER at the request of the ADVERTISER. At the PUBLISHER's discretion, the redesign fee will be waived for any alterations requested by the ADVERTISER on the first occasion. Any subsequent changes requested by the ADVERTISER, not specified on the first occasion, will be subject to a £75 redesign surcharge per alteration.

20. Credit accounts are strictly net and must be settled by return. If an account becomes overdue, the PUBLISHER reserves the right to withdraw any discounts (including all AGENT commissions) applied at the time of booking and re-invoice at the PUBLISHERS original rate card. Overdue accounts will accrue interest at the current rate under the Late Payment of Commercial Debts (Interest) Act 1998 as amended and supplemented by the Late Payment of Commercial Debts Regulations 2002. These late payment charges will be applied at the PUBLISHERS rate card.

If an account is overdue the PUBLISHER reserves the right to suspend insertions and apply a surcharge at the PUBLISHERS original rate card.

21. One voucher copy will be provided for each ADVERTISEMENT published. Electronic copies of all published artwork and editorial can be supplied by the PUBLISHER to the ADVERTISER, in accordance with paragraph 16.

22. The ADVERTISER shall be responsible for the insurance of all art work and other ADVERTISEMENT material delivered by him/her to the PUBLISHER and the PUBLISHER cannot accept any liability for any loss or damage.

23. The PUBLISHER reserves the right to destroy all art work and other materials which have been in his or his printer's custody for 12 months', provided always that the ADVERTISER or AGENT has not given instructions to the contrary. The PUBLISHER may exercise this right without giving further notice to the ADVERTISER or AGENT.

24. If in the unlikely event that the ADVERTISER is dissatisfied with the PUBLISHER's service, a formal complaint must be made in writing to Karen Jones, providing full details of the advert, publication title, issue number, page number and the exact nature of the complaint, within 14 days of receipt of voucher copy. Jones Publishing Ltd cannot process any complaint that does not meet these requirements.

25. Although telephone calls may be recorded for monitoring, training and quality control, your signed order form clearly acknowledges your understanding of the boundaries of the contract between both parties and supersedes any previous correspondence either verbal, written electronic or otherwise.

26. The ADVERTISER/CLIENT/AGENT must not under any circumstances whatsoever be responsible in any way for the provision of references/testimonials/recommendations, relating to the work of either a current or previous employee of the PUBLISHER, to either a current or previous employee of the PUBLISHER or any third party outside of the PUBLISHERS, irrespective of how the request is received by the ADVERTISER/CLIENT/AGENT, e.g. verbal, written or by use of any form of social media and irrespective of who the request is from or the purpose of such a request, without written consent from the PUBLISHER.

Online & E-Marketing Solutions Terms and Conditions

In these conditions, the term 'PUBLISHER' means the party who publishes the website and/or any e-mail communication on which the advertising space is booked.

The term 'ADVERTISER/CLIENT' means the party who books the space and is responsible for payment. The term 'AGENT' refers to any third party acting under the instruction of the 'ADVERTISER/CLIENT'.

The term 'ADVERTISEMENT' refers to any copy, including but not exclusive to editorial submissions, display advertising, advertorial, sponsorship, video, e-mail newsletters, solus e-mail shots and online listings including but not exclusive to events and directory online listings to be used in the advertising space booked by the ADVERTISER or AGENT.

The term 'CAMPAIGN(S)' refers to the start date and end date of an 'ADVERTISEMENT'S' inclusion.

ADVERTISEMENTS

When placing an order for ADVERTISING SPACE, whether using the PUBLISHERS order document, the ADVERTISERS/CLIENTS/AGENTS internal order document/ordering procedure or Email Instruction to proceed with the agreed order, the ADVERTISER/CLIENT/AGENT is assuring the PUBLISHER the terms of acceptance listed 1 – 25 below are fully understood and accepted by the ADVERTISER/CLIENT/AGENT. The PUBLISHERS order document will always be issued to the ADVERTISER/CLIENT/AGENT as standard procedure, drawing attention as to how to view these terms of acceptance, whether the PUBLISHERS order document is used to make the booking or not.

All ADVERTISEMENT orders for space are subject to acceptance from the PUBLISHER (acceptance from the PUBLISHER will be confirmed in writing to the ADVERTISER/CLIENT/AGENT within 24 hours) and are subject to the terms of acceptance listed 1 – 25 below:

1. The PUBLISHER reserves the right to refuse, amend, withdraw or otherwise deal with all ADVERTISEMENTS submitted to him at his absolute discretion and without explanation. All ADVERTISEMENTS must comply with the British Code of Practice. All ADVERTISEMENT and editorial copy, including all images, text and video, are accepted in good faith by the PUBLISHER. Whilst every effort will be made by the PUBLISHER to verify copyright, the ADVERTISER, upon submitting copy, acknowledges full responsibility for copyright clearance and accepts complete legal liability for all materials supplied. This extends to all other parties submitting copy on behalf of the ADVERTISER. The ADVERTISER permits the PUBLISHER to reproduce submitted ADVERTISEMENT copy in any of its publications and promotional material (including websites). All copyright resides with the original author.

2. The PUBLISHER will not be liable for any loss or damage consequential or otherwise occasioned by error, late publication or the failure of an ADVERTISEMENT to appear from any cause whatsoever.
3. The ADVERTISER will indemnify the PUBLISHER against any damage and/or loss and/or expense which the PUBLISHER may incur as a direct or indirect consequence of the ADVERTISER's announcement.
4. Notwithstanding anything in these conditions providing to the contrary, neither the PUBLISHER nor the ADVERTISER shall be liable to each other for any loss or damage consequential or otherwise caused by or arising out of any Act of Parliament, Order of Council, Act of State, strike of employees, lock out, trade dispute, enemy action, rioting, civil commotion, fire, force majeure, act of God or similar contingency beyond the control of either of them.
5. The PUBLISHER cannot accept responsibility for any omission, degradation or other alteration in respect of copy submitted via electronic mail.
6. In no circumstances does the placing of any order confer the right to renew on similar terms.
7. The PUBLISHER reserves the right to increase ADVERTISEMENT rates at any time or to amend the terms of contract as regards space or frequency of insertion; in such event, the ADVERTISER has the option of cancelling the balance of the contract without surcharge.
8. The PUBLISHER reserves the right to refuse cancellations of a CAMPAIGN or transfer of a CAMPAIGN start date. Should the PUBLISHER agree to the transfer of a CAMPAIGN start date, this agreement will be strictly non cancellable or transferable by either the PUBLISHER or the ADVERTISER. All transfers accepted by the PUBLISHER will be subject to availability and a re-scheduling fee of 25% of the original rate card value. Transfers will never be accepted by the PUBLISHER once the copy deadline, as indicated on the original order form has passed.
9. Series/credits discounts apply only to orders placed in advance and completed within the agreed dates for insertion. For series/credits packages the PUBLISHER will repeat the same ADVERTISEMENT in all subsequent issues in the series/credits, unless informed otherwise by the ADVERTISER. If the ADVERTISER or AGENT wishes to change the ADVERTISEMENT for any/all issues they must submit new ADVERTISEMENT copy to the PUBLISHER before the copy deadline for each specific issue.
10. If the ADVERTISER wishes to cancel (and the PUBLISHER accepts the cancellation) the balance of a contract, except in the circumstances stated in paragraph 7, all unearned series/credits discounts will be surcharged. The PUBLISHER reserves the right to surcharge in the event of insertions not being completed within the contractual period. All surcharges will be applied at the publisher's original rate card. All cancellations accepted by the PUBLISHER will be subject to an administration charge of £75.00 per issue. Cancellations will never be accepted by the PUBLISHER once the copy deadline, as indicated on the original order form has passed.
11. Copy must be supplied without application from the PUBLISHER. Copy deadline is indicated on the space allocation form signed by the ADVERTISER or AGENT or in writing prior to publication. The PUBLISHER reserves the right to alter this deadline according to production schedule and market trends.
12. Copy matter provided must conform to the PUBLISHER's requirements as outlined under the technical specification. Any additional work involved may be charged for. The technical specification is available from Jones Publishing and hard copies are available from the PUBLISHER.
13. Failure by the ADVERTISER/CLIENT/AGENT to supply copy by the specified copy deadline documented on the space allocation form may result in the go live date of the ADVERTISEMENT CAMPAIGN being delayed, in this case the CAMPAIGN will not be extended beyond the original CAMPAIGN end date unless the ADVERTISER/CLIENT/AGENT places a new order to extend the CAMPAIGN (subject to availability). In the case of ADVERTISEMENT CAMPAIGN(S) consisting of e-mail newsletters and solus e-mail shots, failure by the ADVERTISER/CLIENT/AGENT to supply copy by the specified copy deadline documented on the space allocation form will result in the CAMPAIGN being forfeited. In each of the above scenario's the ADVERTISER or AGENT will forfeit any allocated space and will be charged the rate agreed at the time of booking.
14. All e-mail ADVERTISEMENT CAMPAIGNS are scheduled for distribution as per the start date and end date documented on the space allocation form.
15. All display advertising items i.e banner adverts, skyscrapers, MPU's and videos are priced per item as per the ratecard.
16. All advertorials (featured articles), events listings, video and solus e-shots are priced according to the agreed package.

17. The ADVERTISER accepts that all advertorial will be edited in accordance with house style. The ADVERTISER also acknowledges the PUBLISHER's right to refuse or edit any submissions and permits the PUBLISHER to reproduce submitted editorial and images in any of its publications and promotional material (including websites). The copyright for the text, images and design layout remains with the original author(s).

18. Requests will normally be granted to use Jones Publishing's design layout in other media as long as Jones Publishing is credited, and where the layout is not modified without prior permission. This request, (if granted) will incur a standard charge, (a copyright release fee) of £495.00. Permission will only be granted where its use is not detrimental to Jones Publishing Ltd or any of its publications. The copyright for the text, images and design layout remain with the original author(s).

19. The PUBLISHER cannot accept responsibility for changes in dates of insertion and copy unless these are confirmed in writing and in time for the changes to be made. The PUBLISHER reserves the right to charge for any additional expense involved in such changes.

20. Where the PUBLISHER is designing or making alterations to any ADVERTISEMENT, the PUBLISHER will supply the ADVERTISER with a proof as long as this falls within the stipulated copy deadline, and providing it is practical to do so. In submitting completed advert copy it is understood that the ADVERTISER gives his/her approval to the advert being run as is, and on such occasions no proof will be supplied by the PUBLISHER. The PUBLISHER accepts no responsibility for the running of incorrect advert copy approved by the ADVERTISER or AGENT. Where possible, alterations to ADVERTISEMENT copy can be made by the PUBLISHER at the request of the ADVERTISER. At the PUBLISHER's discretion, the redesign fee will be waived for any alterations requested by the ADVERTISER on the first occasion. Any subsequent changes requested by the ADVERTISER, not specified on the first occasion, will be subject to a £75 redesign surcharge per alteration.

21. Credit accounts are strictly net and must be settled by return. All orders for online and digital services are invoiced once an order has been placed. If an account becomes overdue, the PUBLISHER reserves the right to withdraw any discounts (including all AGENT commissions) applied at the time of booking and re-invoice at the PUBLISHERS original rate card. Overdue accounts will accrue interest at the current rate under the Late Payment of Commercial Debts (Interest) Act 1998 as amended and supplemented by the Late Payment of Commercial Debts Regulations 2002. These late payment charges will be applied at the PUBLISHERS rate card. If an account is overdue the PUBLISHER reserves the right to suspend insertions and apply a surcharge at the PUBLISHERS original rate card.

22. The ADVERTISER shall be responsible for the insurance of all art work and other ADVERTISEMENT material delivered by him/her to the PUBLISHER and the PUBLISHER cannot accept any liability for any loss or damage.

23. The PUBLISHER reserves the right to destroy all art work and other materials which have been in his or custody for 12 months', provided always that the ADVERTISER or AGENT has not given instructions to the contrary. The PUBLISHER may exercise this right without giving further notice to the ADVERTISER or AGENT.

24. If in the unlikely event that the ADVERTISER is dissatisfied with the PUBLISHER's service, a formal complaint must be made in writing to Karen Jones, providing full details of the advertising, CAMPAIGN and the exact nature of the complaint, within 14 days of the CAMPAIGN go live date. Jones Publishing Ltd cannot process any complaint that does not meet these requirements.

25. Although telephone calls may be recorded for monitoring, training and quality control, your signed order form clearly acknowledges your understanding of the boundaries of the contract between both parties and supersedes any previous correspondence either verbal, written electronic or otherwise.

26. The ADVERTISER/CLIENT/AGENT must not under any circumstances whatsoever be responsible in any way for the provision of references/testimonials/recommendations, relating to the work of either a current or previous employee of the PUBLISHER, to either a current or previous employee of the PUBLISHER or any third party outside of the PUBLISHERS, irrespective of how the request is received by the ADVERTISER/CLIENT/AGENT, e.g. verbal, written or by use of any form of social media and irrespective of who the request is from or the purpose of such a request, without written consent from the PUBLISHER.

Event Sponsorship Terms and Conditions

In these conditions the term "THE ORGANISER" means "JONES PUBLISHING LTD"

In these conditions the term "CLIENT" means the party who books an "EVENT SPONSORSHIP PACKAGE" and is

responsible for payment. The term "AGENT" refers to any third party acting under the instruction of the "CLIENT"

In these conditions the term "ORDER" means the contract that has been signed by either the "CLIENT"/"AGENT" for the provision of products and services from "THE ORGANISER"

In these conditions the term "EVENT" means an "EVENT" organised by "THE ORGANISER"

All "EVENT SPONSORSHIP PACKAGE" "ORDERS" are subject to acceptance from "THE ORGANISER" and are subject to the following conditions:

In these conditions the term "EVENT SPONSORSHIP PACKAGE" refers to and means the "EVENT SPONSORSHIP PACKAGE" the "CLIENT"/"AGENT" has chosen to "ORDER" for the purpose of promoting their organisations products and services in association with an "EVENT".

In these conditions the term "PROPERTY RIGHTS"/"PROPRIETARY RIGHTS" means copyright, registered and unregistered trademark, design rights and accompanying goodwill.

EVENT SPONSORSHIP PACKAGES

When placing an "ORDER" for an "EVENT SPONSORSHIP PACKAGE", whether using "THE ORGANISERS" "ORDER" document, the "CLIENT"/"AGENT" internal "ORDER" document/ordering procedure or Email Instruction to proceed with the agreed "ORDER", the "CLIENT"/"AGENT" is assuring "THE ORGANISER" the terms and conditions listed 1 – 35 below are fully understood and accepted by the "CLIENT"/"AGENT".

All "EVENT SPONSORSHIP PACKAGE" "ORDERS" are subject to acceptance from "THE ORGANISER" (acceptance from "THE ORGANISER" will be confirmed in writing to the "CLIENT"/"AGENT" within 24 hours) and are subject to the terms and conditions listed 1 – 35 below:

1. "ORDERS" placed with "THE ORGANISER" shall constitute a legally binding contract when the "CLIENT"/"AGENT" signs and returns an "ORDER" detailing the "EVENT SPONSORSHIP PACKAGE" required by the "CLIENT"/"AGENT"
2. "THE ORGANISER" and the "CLIENT" /"AGENT" acknowledge that these conditions have been given due consideration and that they are considered reasonable and fair to both parties.
3. "THE ORGANISER" reserves the right to revise these Terms and Conditions from time to time.
4. The "CLIENT" or "AGENT" accepts that an invoice for the full amount of the total value of the "EVENT SPONSORSHIP PACKAGE" will be raised upon receipt of a signed "ORDER" and that the total "ORDER" value is payable immediately. The "CLIENT" will therefore start to receive the benefits of the "EVENT SPONSORSHIP PACKAGE" from the moment the "ORDER" has been signed and returned to "THE ORGANISER".
5. The "CLIENT" or "AGENT" is required to settle the remaining balance by return and no later than thirty days from the invoice date. Failure to do so will mean entry into the "EVENT" will be refused.
6. If an "ORDER" is placed within six weeks of the "EVENT" the "CLIENT" or "AGENT" accepts that an invoice for the full amount of the total value of the "EVENT SPONSORSHIP PACKAGE" will be raised upon receipt of a signed "ORDER" which is payable immediately. Failure to do so will result in the client forfeiting their "EVENT SPONSORSHIP PACKAGE" and entry into the "EVENT" will be refused. The full balance of the invoice shall remain payable immediately.
7. "THE ORGANISER" reserves the right to refuse cancellations. If the "CLIENT"/"AGENT" wishes to cancel (and "THE ORGANISER" accepts the cancellation). The cancellation will be subject to payment of the full fee. However transfer of the fee to another event can be negotiated.
8. In the unlikely event that the "CLIENT" is dissatisfied with "THE ORGANISER" and/or "EVENT", a formal complaint must be made in writing to "Karen Jones (a Director of THE ORGANISER)" providing full details of the exact nature of the complaint and the name, date and location of "EVENT", within 7 days of attending the "EVENT". "THE ORGANISER" cannot process any complaint that does not meet these requirements.
9. Although telephone calls may be recorded for monitoring, training and quality control, your signed "ORDER" form clearly acknowledges your understanding of the terms of the contract between both parties and supersedes any previous correspondence either verbal, written electronic or otherwise.
10. Credit accounts are strictly net and must be settled as per clauses 4, 5 and 6 above, failure to do so will result in the "CLIENT" having to forfeit their "EVENT SPONSORSHIP PACKAGE" and entry into the "EVENT" will be refused. If an account becomes overdue, "THE ORGANISER" reserves the right to withdraw any discounts (including all commissions) applied at the time of booking and re-invoice at "THE ORGANISERS" original rate card. Overdue accounts will accrue interest at the current rate under the Late Payment of Commercial Debts (Interest) Act 1998 as amended and supplemented by the Late Payment of Commercial Debts Regulations 2002. These late payment charges will be applied at "THE ORGANISERS" rate card.
11. In no circumstances does the placing of any "ORDER" confer the right to renew on similar terms.

12. The "CLIENT" will indemnify "THE ORGANISER" against any damage and/or loss and/or expense which "THE ORGANISER" may incur as a direct or indirect consequence of the "CLIENT(S)" announcement and/or actions of "CLIENT" representatives during the course of the "EVENT"
13. Once "THE ORGANISER" is in receipt of a "SIGNED" "ORDER" from the "CLIENT"/"AGENT" and subject to the payment terms detailed in clauses 4, 5 and 6. "THE ORGANISER" will grant the "CLIENT" the agreed sponsorship rights relevant to "THE EVENT SPONSORSHIP PACKAGE" signed for and ordered by the "CLIENT"/"AGENT". These rights will remain until midnight on the last day of the "EVENT" and will be detailed on the "ORDER"
14. Copy/corporate branding matter including but not exclusive to Company Logo, Company Profile, hyperlinks, Inserts, advertisements and/or editorial e.t.c must be supplied without application from "THE ORGANISER" and submitted to "THE ORGANISER" at the same time as the signed "ORDER". Where print and/or online advertising is part of the "EVENT SPONSORSHIP PACKAGE" copy deadlines for print and online only will be indicated on the "ORDER". "THE ORGANISER" reserves the right to alter this deadline according to production schedule and market trends and to notify the "CLIENT" of the amendments.
15. All copy/corporate branding matter provided must conform to "THE ORGANISER(S)" requirements as outlined under the technical specification. Any additional work involved may be charged for. The technical specification is available from "THE ORGANISER" and hard copies are available from the "THE ORGANISER"
16. Where the "CLIENT" has undertaken to supply inserts into either the delegate bags and/or magazine which have been accepted and approved by "THE ORGANISER", "THE ORGANISER", reserves the right to charge the rate agreed if they fail to arrive at the agreed time and place for insertion.
17. "THE ORGANISER" cannot accept responsibility for any omission, degradation or other alteration in respect of copy submitted via electronic mail.
18. It is the responsibility of the "CLIENT" to ensure that they bring all necessary equipment required by them on the first day of the "EVENT", without application from "THE ORGANISER".
19. The "CLIENT" is granted permission by "THE ORGANISER" the use of the "EVENT", title, logo, date and website address on all of their own promotional material in order to highlight their association and sponsorship with the "EVENT". This permission is granted on the strict understanding that they do not misrepresent "THE ORGANISER" and/or the "EVENT" in any way whatsoever, which in the reasonable opinion of "THE ORGANISER" is or might be considered prejudicial or defamatory to the image of the "EVENT".
20. "THE ORGANISER" reserves the right to change the Event venue, the date of the Event or the Event title.
21. "THE ORGANISER" will organise and stage the "EVENT" in a professional manner and to the best of its ability, however the company will not be held responsible if any speaker or any individual or organisation scheduled to take part in the "EVENT" programme withdraws their participation in the "EVENT".
22. All reasonable commercial endeavours will be made, within budgetary constraints to ensure the maximum promotional coverage of the event by "THE ORGANISER" and will refer to the "EVENT" using the "EVENT" title, logo and website address where applicable.
23. Should any term of this Agreement be considered void or voidable under applicable law, the said term shall be severed or amended in such a manner as to render the remainder of this agreement valid or enforceable.
24. Each party shall bear its own costs incurred in relation to this proposed transaction whether or not it proceeds.
25. "THE ORGANISER" may terminate this agreement at any time on giving reasonable written notice to the "CLIENT"/"AGENT" if the "CLIENT"/"AGENT" is in material breach of any term of this agreement, the "CLIENT" makes an agreement with its creditors, cannot pay its debts as they fall due, is declared insolvent, or has an administrator or receiver appointed.
26. Notwithstanding anything in these conditions providing to the contrary, neither the "THE ORGANISER" nor the "CLIENT" shall be liable to each other for any loss or damage consequential or otherwise caused by or arising out of any Act of Parliament, Order of Council, Act of State, strike of employees, lock out, trade dispute, enemy action, rioting, civil commotion, fire, force majeure, act of God or similar contingency beyond the control of either of them.
27. Force Majeure – "THE ORGANISER" is relieved of all its obligations if any act is outside the "THE ORGANISER(S)" control which means "THE ORGANISER" is unable to hold the "EVENT" such as: acts of god, danger of war, fire or severe disturbances affecting "THE ORGANISER", "EVENT" venue or its suppliers.
28. Unless otherwise expressly stated in the Order and notwithstanding anything to the contrary stated in these Terms and Conditions, the Client's rights under this Agreement are non-exclusive and the "ORGANISER" may offer sponsorship rights (which shall include, without limitation, main sponsorship, masterclass sponsorship, exhibition space, programme entries and website space) to any third party at the "ORGANISER(s)" sole discretion.
29. Every "ORDER" shall be subject to these Terms and Conditions to the exclusion of all other terms and conditions

which the "CLIENT"/"AGENT" purports to apply including (without limitation) under any earlier set of terms and conditions issued by "THE ORGANISER", any form of Order, any confirmation of order and/or any other documentation issued by the "CLIENT"/"AGENT", whether or not such document is referred to in the "ORDER"

30. "THE ORGANISER" owns and/or controls the "EVENT" and all existing and future intellectual "PROPERTY RIGHTS" attaching to the "EVENT" including without limitation copyright, registered and unregistered trademarks, design and all similar rights and accompanying goodwill thereto ('THE PROPERTY RIGHTS') and agrees that the "CLIENT" has no right, title or interest thereto save as licensed hereunder.

31. Except in the case of death or personal injury, "THE ORGANISER's" liability under this agreement is limited to the amount of the invoice. Without prejudice to the generality of the foregoing, "THE ORGANISER" is not liable for any indirect or consequential loss, any economic loss, or damage to goodwill suffered by the client and arising of any breach by "THE ORGANISER" of any term of this Agreement, any negligence or otherwise.

32. The "CLIENT"/"AGENT" shall notify "THE ORGANISER" of any suspected infringement of the "PROPRIETARY RIGHTS", but take no steps or action whatsoever in relation to such suspected infringement unless requested to do so by "THE ORGANISER".

33. The "CLIENT" shall not make or cause to be made or issued any announcement to the press or any other media regarding its rights or the "EVENT" or the "CLIENTS" appointment as 'headline' sponsor except in the form approved of by "THE ORGANISER" set out in these conditions.

34. This contract is subject to and governed by the laws of England and Wales and the "CLIENT/AGENT" "ORGANISER" shall submit to the jurisdiction of the English Courts.

35. The "CLIENT"/"AGENT" gives consent to "THE ORGANISER" to carry out a credit search on the partners and directors of the "CLIENT"/"AGENT" or at a future date. The credit search will be recorded by the agency and may be disclosed to subsequent enquirers.

36. The "CLIENT/AGENT" must not under any circumstances whatsoever be responsible in any way for the provision of references/testimonials/recommendations, relating to the work of either a current or previous employee of "THE ORGANISER" to either a current or previous employee of "THE ORGANISER" or any other third party outside of "THE ORGANISER", irrespective of how the request is received by the "CLIENT"/"AGENT", e.g. verbal, written or by use of any form of social media and irrespective of who the request is from or the purpose of such a request, without written consent from the management of "THE ORGANISER".

Delegate Terms and Conditions

In these conditions the term "THE ORGANISER" means "JONES PUBLISHING LTD"

In these conditions the term "CLIENT" means the party who books "TICKETS" or "DELEGATE PASSE(S)" for attendance of an "EVENT" owned by "THE ORGANISER". The term "AGENT" refers to any third party acting under the instruction of the "CLIENT".

In these conditions the term "DELEGATE" means the person/persons attending the event as nominated by the "CLIENT".

In these conditions the term "ORDER" means the contract that has been signed by either the "CLIENT" and/or "AGENT" for the provision of products and services from "THE ORGANISER".

In these conditions the term "EVENT" means an "EVENT" organised by "THE ORGANISER".

In these conditions the term "VENUE OWNER" means the person or company who owns the premises where the "EVENT" is being held.

In these conditions the term "VENUE" means the premises where the event is being held.

All "ORDER(S)" placed for "TICKETS" or "DELEGATE PASSES" are subject to acceptance from "THE ORGANISER" and are subject to the following conditions:

TICKETS AND DELEGATE PASSES

When placing an "ORDER" for "TICKETS" or "DELEGATE PASSES", whether using "THE ORGANISERS" "ORDER" document, the "CLIENT"/"AGENT" internal "ORDER" document/ordering procedure or Email Instruction to proceed with the agreed "ORDER", the "CLIENT"/"AGENT" is assuring "THE ORGANISER" the terms and conditions listed 1 – 27 below are fully understood and accepted by the "CLIENT"/"AGENT".

All "ORDERS" for "DELEGATE PASSES" are subject to acceptance from "THE ORGANISER" (acceptance from "THE ORGANISER" will be confirmed in writing to the "CLIENT"/"AGENT" within 24 hours) and are subject to the terms and conditions listed 1 – 27 below:

1. "ORDERS" placed with "THE ORGANISER" shall constitute a legally binding contract when the "CLIENT" and/or "AGENT" signs and returns an "ORDER" detailing the purchase of "TICKETS" or "DELEGATE PASSES" and/or by placing an "ORDER" over the phone or via our online booking system.
2. When placing an "ORDER" online "THE ORGANISER" reserves the right to automatically charge the correct classification cost when the incorrect classification cost has been selected by the "CLIENT"/"AGENT".
3. "THE ORGANISER" will issue an invoice upon receipt of a signed "ORDER" for "TICKETS" or "DELEGATE PASSES". Payment Terms are by return or before the "EVENT".
4. Overseas clients must pay for their "TICKETS" or "DELEGATE PASSES" at the point of placing their booking either over the phone.
5. No refunds will be processed in respect of these "ORDER(S)" being cancelled by a "CLIENT"/"AGENT".
6. Credit accounts are strictly net and must be settled as per clauses 1, 2, 3 and 4 above, failure to do so will result in the "CLIENT"/"AGENT" having to forfeit their "TICKETS" or "DELEGATE PASSES" and entry into the "EVENT" will be refused, the invoice remains payable. If an account becomes overdue, "THE ORGANISER" reserves the right to withdraw any discounts (including all commissions) applied at the time of booking and re-invoice at "THE ORGANISERS" original rate card. Overdue accounts will accrue interest at the current rate under the Late Payment of Commercial Debts (Interest) Act 1998 as amended and supplemented by the Late Payment of Commercial Debts Regulations 2002. These late payment charges will be applied at "THE ORGANISERS" rate card.
7. If the "EVENT" relating to your "ORDER" for "TICKETS" or "DELEGATE PASSES" is cancelled by "THE ORGANISER", the "CLIENT" shall be given the option to transfer the "TICKETS" or "DELEGATE PASSES" to a future "EVENT" put on by "THE ORGANISER".
8. "THE ORGANISER" will clearly state in "EVENT" related literature what the fees for "TICKETS" or "DELEGATE PASSES" cover. "EVENTS" lasting for one day include refreshments throughout the day and are provided during specified breaks only.
9. It is the responsibility of the individual delegates or of an individual representing a group of delegates to inform the "THE ORGANISER" in writing of any special dietary requirements no later than 7 days prior to the day of the "EVENT". "THE ORGANISER" cannot be held responsible of failure to inform "THE ORGANISER" of any special dietary requirements.
10. "THE ORGANISER" endeavours to cater for all delegates, however should a delegate have any special needs, i.e. wheel chair access, delegates should contact "THE ORGANISER" with full details no later than 14 days prior to the day of the "EVENT" they are attending.
11. All delegates will be issued with an official e-invitation prior to the day of the event, the delegate must present their printed e-invitation to "THE ORGANISER" on the day of the event".
12. "THE ORGANISER" will forward all venue details to the "CLIENT"/"AGENT" and/or individual "DELEGATES" nominated by the "CLIENT"/"AGENT" 7 days prior to the day of the "EVENT" the "CLIENT"/"AGENT" has booked to attend. These details will include address, maps, car parking instructions, transportation links and contact details of the venue.
13. After "DELEGATE(S)" have been registered, the "ORDER" is strictly for the individual(s) named on the registration form. If a "DELEGATE" and/or "CLIENT" need to make any changes to the "ORDER" i.e. change of "CLIENT" and/or "DELEGATE" name(S), all requests must be made in writing to "THE ORGANISER'S" office 7 days prior to the day of the "EVENT". Failure to do so will result in additional invoices being raised for the attendance of additional "DELEGATES".
14. Should a different "DELEGATE" to that named on the registration form attend the "EVENT", without prior agreement with "THE ORGANISER", "THE ORGANISER" will assume that this is an additional delegate and will invoice the "CLIENT" accordingly. In order to avoid this, the "CLIENT" and/or "DELEGATE" must adhere to clause 13.
15. "THE ORGANISER" and "VENUE OWNER" reserves the right to refuse admission and to remove persons from the premises for any reason where necessary. "THE ORGANISER" and "VENUE OWNER" may also have to conduct security searches to ensure the safety of persons at the event.
16. Unless you have the express permission of "THE ORGANISER" the use of photographic, video recording equipment and transmission and recording of images and data is strictly prohibited.
17. As a condition of entry to the "EVENT" you assign (by way of a present assignment of future copyright) the copyright in any photographs or recordings you make at the "EVENT" to "THE ORGANISER"
18. "THE ORGANISER" is not responsible for any loss, injury or damage, howsoever caused, to the bearer except where any loss, injury or damage is caused by the negligence of the "THE ORGANISER", its employees or agents.

19. No unauthorised trading is permitted within the venue.

20. In the interests of public safety, "THE ORGANISER" reserves the right to request the "CLIENT" to leave the venue at any time for safety reasons or immediately after the "EVENT". No admission or re-admission is permitted after the end of the "EVENT".

21. "THE ORGANISER" may periodically contact you with details of programmes and services that may be of interest to you and may pass your details to other companies within "THE ORGANISERS" group and selected clients. Please write to "THE ORGANISER" if you do not wish to be included in this activity.

22. If for any reason part of these terms and conditions are unenforceable, the validity of the remaining terms and conditions shall not be affected.

23. Contracts between the "CLIENT" and the "ORGANISER" shall be governed by English Law and the "CLIENT" and the "ORGANISER" submits to the exclusive jurisdiction of the English courts.

24. Any payment due under the "ORDER" shall be made in full without set off or counterclaim.

25. If in the unlikely event that the "CLIENT" is dissatisfied with "THE ORGANISER" and/or "EVENT", a formal complaint must be made in writing to "Karen Jones (a Director of THE ORGANISER)" providing full details of the exact nature of the complaint and the name, date and location of "EVENT", within 7 days of attending the "EVENT". "THE ORGANISER" cannot process any complaint that does not meet these requirements.

26. The "CLIENT" gives consent to the "THE ORGANISER" to carry out a credit search on the partners and directors of the "CLIENT" now or at a future date. The credit search will be recorded by the agency and may be disclosed to subsequent enquirers.

27. "THE ORGANISER" will organise and stage the "EVENT" in a professional manner and to the best of its ability, however "THE ORGANISER" will not be held responsible if any speaker or any individual or organisation scheduled to take part in the "EVENT" programme withdraws their participation in the "EVENT".

28. The "CLIENT/AGENT" must not under any circumstances whatsoever be responsible in any way for the provision of references/testimonials/recommendations, relating to the work of either a current or previous employee of "THE ORGANISER" to either a current or previous employee of "THE ORGANISER" or any other third party outside of "THE ORGANISER", irrespective of how the request is received by the "CLIENT"/"AGENT", e.g. verbal, written or by use of any form of social media and irrespective of who the request is from or the purpose of such a request, without written consent from the management of "THE ORGANISER".

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