

Yearly Meeting Gathering 2021 - Booking Terms and Conditions

Please read the full terms and conditions below:

1. Booking terms and conditions
 - 1.1. Registration is issued subject to the rules and regulations of the venue and Britain Yearly Meeting (BYM). Further details are available upon request from Events & Committee Services, Britain Yearly Meeting, Friends House, 173 Euston Road, London NW1 2BJ.
 - 1.2. The participant must comply with all relevant statutes (eg environment protection), safety announcements and venue regulations while attending the event.
 - 1.3. By submitting a booking form, the booker and/or participant are bound by these terms and conditions.
2. Reservations
 - 2.1. Upon receipt of a completed booking form, BYM will confirm availability and a booking acknowledgement will be issued.
 - 2.2. Bookings are not confirmed until full payment has been received and a booking confirmation has been issued.
 - 2.3. The participant will receive joining information at least 4 weeks before the start of the event. Please let us know if these are not received.
3. Waiting List

If the event is full, we will place you on a waiting list and let you know when a space becomes available. If a place becomes available we will contact you and give you 48 hours to book before we offer the place to someone else.
4. Payment
 - 4.1. Bookings made before 30 April 2021
 - 4.1.1. A deposit of 20% must be made at the time of booking, unless an application has been made to the bursary fund.
 - 4.1.2. Payment in full must be received by 14 May. We accept payment by cheque or selected credit/debit cards.
 - 4.1.3. BYM reserves the right to refuse admission to the participant if the participant or booker fails to pay fees at least 7 days prior to the start of the event.
 - 4.2. Bookings made after 30 April 2021
 - 4.2.1. Payment must be made in full at the time of booking.
 - 4.3. Non-residential participants may pay on arrival if they have not booked in advance.
5. Venue and context of event
 - 5.1. We make every effort to run events as advertised. However, there may be occasions when we have to make changes.
 - 5.2. BYM reserves the right to change the venue to the one specified when necessary. If this is the case, BYM will inform the participant as soon as possible and provide information about the revised venue.
 - 5.3. BYM reserves the right to alter the content, speakers or facilitators. In such instances, no reductions or refunds are available and the normal Cancellation Policy applies.
6. Personal Belongings

Personal belongings and items that belong to or in the possession of the participant brought onto the venue are the sole responsibility of the owner and

BYM accepts no responsibility for such items. Participants using the car parking facilities at the venue do so entirely at their own risk. BYM accepts no responsibility for damage, accident or loss resulting from such use.

7. Cancellation

BYM reserves the right to cancel, postpone or otherwise alter the content or date of an event without prior notice. In such circumstances, BYM may, at its own discretion, return any payment received without penalty of a cancellation charge.

7.1. In the event of cancellation by a participant or booker, cancellation fees apply as follows:

Between 11 January 2021–30 April 2021: full refund minus £15 admin fee

1 May 2021–6 July 2021: 50% refund

After 6 July 2021: no refund

7.2. If you fail to attend the event you are not entitled to a refund.

7.3. To request a refund in accordance with the above you must notify us in writing (or email) to the event organiser (email ym@quaker.org.uk). If you are eligible for a refund this will be paid within 30 days.

7.4. Where the need to cancel is as a result of unforeseen illness, bereavement or similar life changing circumstances we may be able to offer a larger refund.

7.5. For excursions booked by BYM, refunds will only be made where BYM can claim the costs back.

8. Substitutions

8.1. Substitute adult participants will be accepted without charge, subject to prior notification to BYM. Where possible BYM asks the booker to inform it of the alternative participant's name at least two weeks before the date of the event.

8.2. For substitutions to the Children & Young People's Programme, the parent or guardian must contact the Children & Young People's team to check availability and suitability in relation to the programme at least a month before.

8.3. If the substitute's place is of a higher fee, and there is availability, eg for higher specification accommodation or catering, the substitute participant or booker must pay the balance at least two weeks before the event.

8.4. If the substitute participant's place is a lower fee, the booker will not be eligible for any refund on the difference.

9. Force majeure

BYM will not be liable for any failure or delay in the delivery of the event which is caused by circumstances beyond its reasonable control. Where such an event occurs, BYM's obligations will be suspended for so long as such circumstances continue or the event may be cancelled in which case the provisions of the Cancellation Clause will apply.

10. Insurance

We strongly recommend that you consider taking out cancellation insurance (such as individual holiday / travel insurance) to provide cover in the event of having to cancel your booking due to unforeseen circumstances. BYM is not able to recommend an insurance provider.

11. Accessibility

11.1. BYM is committed to providing access for all. We aim to hold our events at venues that are accessible as far as possible. However, if you fail to tell us

in advance what support you need, BYM will not be liable for your inability to participate.

12. Data Protection

- 12.1. All participant details will be kept on our records, but we will not share your contact details with anyone except where needed for the purposes of running the event. We will not contact you about anything other than the event you're booked to attend – unless you have indicated otherwise. All data is processed in accordance with BYM's Events Privacy Notice.
- 12.2. If you do not wish to receive any further information from us, please notify us by post, email (ym@quaker.org.uk) or telephone on 020 7663 1040.

13. Limitation of liability

- 13.1. Except in respect of liability for death or personal injury caused by BYM's negligence (for which no limit or exclusions of liability apply), BYM's aggregate liability, whether for damages or compensation of any nature arising from the contract for the event (including as a result of negligence) shall be limited to the total sum or sums paid by the booker/participant for attendance at the chosen event.

14. Miscellaneous

- 14.1. BYM reserves the right to refuse admission to any person whom it considers in its absolute discretion to be unsuitable for admission to the event or to remove any such person after the commencement of the event.
- 14.2. Dogs are not allowed onsite, unless they are registered assistance dogs.
- 14.3. Any opinions expressed by speakers at any event are their own and not necessarily those of BYM.
- 14.4. BYM will not accept liability for transport disruption or individual transport disruption.
- 14.5. Any contract arising from these terms shall be governed by and construed in accordance with English law and any dispute that may arise between parties concerning these terms or any contract arising therefrom shall be subject to the exclusive jurisdiction of the English Courts.

For further information, please contact the BYM Events Team at ym@quaker.org.uk or telephone 020 7663 1040.

17 April 2020