



All exhibiting companies, sponsors, supporters and associates must adhere to the terms and conditions as below: For the purpose of the terms and conditions, **'The Organiser'** refers to **'uflourish Pregnancy & Family fairs'** 124 Broomfield Ave, Worthing, BN14 7SE **'The Exhibitor'** refers to the person/organisation represented in this booking form.

Booking – To reserve your exhibition space please pay using the online booking page system on our website. Please ensure that you have read all the information on the Exhibitors tab before proceeding. Choose the event that you wish to book from the three icons, make your selection of services required then complete your booking details. Full payment is required at the time of booking, this is done via Paypal (You do not need a PayPal account) with a credit/debit card. You will receive a booking confirmation – Please ensure you print this for your records as this is the only opportunity you will get to print an invoice. We are unable to supply copies at a later date.

The Organiser reserves the right to decline applications without giving a reason.

There will be limited space available for similar businesses, book early to avoid disappointment. See Exhibitor information pack for more details on these categories.

Payment for stand – Payment must be made in accordance with the payment terms on the booking form – If such payment is not made by the stated dates the organisers shall have the right to re-allot the stand. The participant is liable for the cost of the stand booking under the terms of the cancellation of the stand booking clause.

Exhibitor set up - The Exhibitors have access to the fair space from **8.30am** and must be set up and ready for a pre-fair checks by **9.30am** and ready to greet visitors for a 10am start and must not pack away until **3pm**. All table linen will be provided by The Exhibitor.

Duration of the event – Exhibitors must ensure that stands are manned throughout the opening hours of the event. The Exhibitor must be ready and able to conduct business during exhibition hours.

The Exhibitor will remove all property brought into the show venue and will clear the area of all unwanted materials at the end of the exhibition, leaving the area in a clean and tidy condition.

The Exhibitors are not permitted to distribute literature beyond the boundaries of their stand space or in any other part of the venue.

Stand positions – The Organisers reserve the right to adjust the positions of stands to conform to regulations pertaining to public safety, service supplies and final uniform layout of the finished event.

The Organiser reserves the right in their absolute discretion to require The Exhibitor to remove or alter all or any part of The Exhibitors display if it is deemed undesirable in the context of the show as a whole.

The Exhibitors must ensure that exhibits and equipment are kept within the 6ft boundaries and do not obstruct walkways/access routes or neighbouring exhibitors.

The Organiser reserves the right to alter or amend the published floor plan and to locate and relocate an Exhibitor as may be required. The Organiser will not be responsible for any inaccuracies or omissions to the show guide or floor plan, supplied or published.

Filming and Photography - The Organiser reserves the right to capture photographic, video and audio media of the show and to use such media for future promotions. The Organiser also reserves the right to edit any media collected. All media captured is the sole property and copyright of The Organiser.

Limitation of liability – The Organisers will not be responsible for the safety of any exhibit or property of any participant, staff, contractors, or agents or any other persons, or for the loss or injury or damage or destruction of the same, by theft, fire, or other cause whatsoever sustained by any participants by reason of any defect in the building, fire, storm, tempest, lightning, national emergency, labour disputes, strike, loss of lighting, lockouts, civil disturbance, explosion, inevitable accident, force majeure or any other cause not within the control of the organisers whether ejusdem generis or not, or for any other loss or injury to or damage whatsoever, or if by reason of the happenings of such events, the opening of the event is prevented, postponed or abandoned or the building becomes wholly or partially unavailable for the holding of the event, or if the participant suffers any other damage whatsoever. As the Organisers will accept no responsibility for any loss or injury or damage suffered by any participant, they should cover themselves by insurance in respect thereof.

Insurance – It is The Exhibitor's responsibility to have in place the appropriate and adequate insurance to cover your business against public liability and employer liability in the event of personal injury, death and damage to or loss of property by any cause whatsoever. The Organiser or venue will not be responsible for any action or claim arising in these circumstances and it is your responsibility to maintain this insurance at all times.

The Exhibitor shall also ensure that he/she has full indemnity insurance against the usual risks in respect of all loss damage or injury to goods and persons.

A copy of your insurance certificate should be submitted to the Organiser **21 days prior to the event.**

Cancellation of the stand booking – If The Exhibitor wishes at any time prior to the exhibition to cancel their allocated stand, then written notice must be given to The Organiser. The cancellation charges are:

7 days' notice prior to the event - no refund given

7 to 35 days' notice prior to the event - 25% refund given

More than 35 days' notice prior to the event – 50% refund given

Cancellation by organisers – The Organiser reserves the right to cancel or alter the event without explanation, in which case all monies will be returned.

The Organiser reserve the right to cancel any booking, and should it do so its sole liability shall refund all monies paid by that company in the event that for any reason outside the Organisers reasonable control (including without limitation any strike or other industrial action involving the Organisers own workforce) the Exhibition or any part thereof is prevented from taking place in a particular location or on a particular date the Organiser shall be entitled in its absolute discretion to cancel, relocate or change the date of all or any part of the event or reduce the planned preparation, display or dismantling the Exhibition and in such event any refund or payments to the Exhibitor shall be at the absolute discretion of the Organiser. Such refund, if given, shall be in such proportionate share of the balance of the aggregate exhibit fees received by the Organiser in relation to the Exhibition as the Organiser thinks fit after deducting expenses and costs incurred by and reasonable compensation for the Organiser, but and costs incurred by and reasonable compensation for the Organiser, but in no case shall the amount of any refund Exhibitor exceed the amount paid by the Exhibitor nor shall the Exhibitor be entitled to review or audit any of the Organisers financial records. In no Circumstances shall the Organisers be liable for any loss or damage.

Electrical Equipment - All electrical equipment which is being used by you, your company at our events should be tested according to the IEE code of practice for in service inspection and testing of electrical equipment third edition prior to the event (PAT Tested).

Power sockets are limited and must be pre-ordered online.

Fire precautions – All materials used for building decorating or covering stands must be of non-flammable materials. Participants must comply with any reasonable instructions given by the Organisers, or the licensees of the halls, or any Local or other Authority.

Uflourish Pregnancy & Family Fairs take no responsibility for any loss or damage to yourself/equipment whilst at these events.