EVENT MANAG

1. Application

- 1.1 All Quotations are in Terms and Condition Conditions shall be
- Any Confirmations acceptance of such apply to all Quotation
- In the event of cor terms and conditio unless expressly of

2. **Definitions and Interpreta**

2.1 In these Terms an following expression

"the Agreement"

"Business Day"

"Client"

"Company"

"Confidential Informatio

"Confirmation"

DIDITIONS B2B

accepted subject to the following or variation of, such Terms and by the Company in writing.

any shall constitute unqualified These Terms and Conditions shall

ns and Conditions and any other lerwise), the former shall prevail ampany in writing.

e context otherwise requires, the anings:

nt entered into by the Client and prating these Terms and all govern the Event Management

er than Saturday or Sunday) on are open for their full range of <insert location>>;

, firm or corporate body (which ere the context so admits, include ssigns) which makes a booking

ompany>> a company registered ration>> under number ion number>> whose registered ed office>>:

either Party, information which is by by the other Party pursuant to the Agreement (whether orally or r medium, and whether or not the sly stated to be confidential or

n made by the Client that they ceed. This notification is subject Conditions;



"Data Protection Legislation"

"Event"

"Event Management Service"

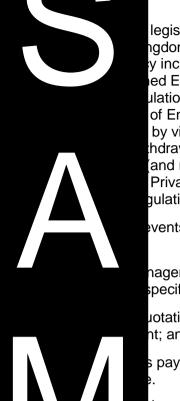
"Quotation"

"Total Price"

- 2.2 Unless the context Conditions to:
 - 2.2.1 "writing", an communicat
 - 2.2.2 a statute or provision as
 - 2.2.3 "these Terr Conditions a the relevant
 - 2.2.4 a Schedule
 - 2.2.5 a Clause or Conditions (Schedule.
 - 2.2.6 a "Party" or Conditions.
- 2.3 The headings used and shall have n Conditions.
- 2.4 Words imparting the
- 2.5 References to any o
- 2.6 References to perso

3. Event Management Servi

- 3.1 The Company shal Event Management
- 3.2 The Company will Management Service



legislation in force from time to ngdom applicable to data y including, but not limited to, the led EU law version of the General lation ((EU) 2016/679), as it of England and Wales, Scotland, by virtue of section 3 of the thdrawal) Act 2018); the Data (and regulations made Privacy and Electronic gulations 2003 as amended;

events the subject of the

nagement services to be provided specified in the Quotation;

lotation submitted by the nt: and

payable for the Event

h reference in these Terms and

ion, includes a reference to any transmission or similar means:

- is a reference to that statute or at the relevant time:
- a reference to these Terms and s as amended or supplemented at

rms and Conditions; and

e to a Clause of these Terms and s) or a paragraph of the relevant

the parties to these Terms and

nditions are for convenience only rpretation of these Terms and

clude the plural and vice versa.

other gender.

tions.

ance of the Agreement provide an

and skill in providing the Event

3.3 Where there are a necessary for the C Parties but before t provide the Event I and for the Event to be an obligation of steps. For the avoid the Company for the

4. Price

All prices stated by the Co are exclusive of VAT whi appropriate rate.

5. Payment

- 5.1 The Client shall pay the Total Price (the
- 5.2 Following the signin paid to the Compan the Event.
- 5.3 If the Agreement is the Event, notwiths payable in full at the
- 5.4 Additional items in disbursements, or a Agreement must be by the Company. A Client at the discrewithin <<insert num
- 5.5 The Client shall pa sub-Clause 5.4) any the date of the Com
- 5.6 Time shall be of the fails to make any prejudice to any rig provision in force from any sums over of judgment, at the rat bank name>> base without prejudice to
- 5.7 [No tickets, itinera arrangements relati payment has been i
- 5.8 [Wine purchased by The Client is deemed and will be charged
- 5.9 [Where wine is not corkage in respect Management Service list for the time being

tory steps which it is reasonably Agreement is entered into by the Event in order for the Company to by and correctly on a timely basis a scheduled, it shall be deemed to Agreement to take each of those ation shall also be an obligation of

unless specially stated otherwise, vill be separately charged at the

bsit of <<insert percentage>>% of
ng of the Agreement.

balance of the Total Price shall be number>> days prior to the start of

umber>> days prior to the start of and 5.2, the Total Price shall be

d to, out of pocket expenses, the Client after the signing of this in writing before being acted upon invoiced by the Company to the dayment therefor shall be due the invoice.

ding invoices for items set out in g within <<insert period>> days of

under the Agreement. If the Client then the Company shall, without ay have pursuant to any statutory right to charge the Client interest e in full, both before and after any >>% per annum over the <<insert n force. This provision shall apply b-Clause 10.3.1.

nal details with respect to the vill be forwarded to the Client until vin full.1

d charged for on a per case basis. En cases remaining after an Event

ipany, the Company will charge at Events at which the Event ordance with the Company's price

6. Variation and Amendmen

- 6.1 If the Client wishes Company in writing make any required invoiced to the Clien
- 6.2 If, due to circumsta change in the arra Client forthwith. Th minimum and shal original as is reasor
- 6.3 The Company reser
 - 6.3.1 amend any a
 - 6.3.2 amend any beyond the
 - 6.3.3 vary its sche

7. Liability and Indemnity

- 7.1 Except in respect negligence, the Co warranty, condition terms of the Agreer or consequential locaused by the Com the performance of the Client of the Event.
- 7.2 The Client shall ind and expenses incu (including that of employees.
- 7.3 [If Electrical general Client does not average emergency supply responsibility for los in the primary supplements.]

8. Confidentiality

- 8.1 Each Party underta authorised in writing continuance of the termination:
 - 8.1.1 keep confide
 - 8.1.2 not disclose
 - 8.1.3 not use any contemplate
 - 8.1.4 not make ar any Confide

ne Confirmation, it must notify the The Company shall endeavour to hal costs thereby incurred shall be

any's control, it has to make any e Confirmation it shall notify the vour to keep such changes to a nt arrangements as close to the mstances.

llowing:

on in a Quotation;

ect a change in the circumstances
Company; and

e to time.

njury caused by the Company's on of any representation, implied luty at common law or under the ss of profit or any indirect, special penses or other claims (whether is or otherwise) in connection with the Agreement or with the use by as supplied in connection with the

gainst all damages, costs, claims oss or damage to any equipment by the Client or its agents or

supplies are required and if the ity of the Company providing an the Company shall accept no caused as a result of any failure

ovided by sub-Clause 8.2 or as it shall, at all times during the <insert period>> years] after its

rmation;

tion to any other party;

n for any purpose other than as erms of the Agreement;

ny way or part with possession of

8.1.5 ensure that contractors of be a breach

8.2 Either Party may:

8.2.1 disclose any

8.2.1.1 any s

8.2.1.2 any d

8.2.1.3 any afore

to such exter the Agreem Services), or inform the Information such body usuch body usuch body confidentiality should be a keep the Copurposes for

- 8.2.2 use any Cor other persor or at any tin fault of that not disclose knowledge.
- 8.3 The provisions of th terms, notwithstand

9. Force Majeure

- 9.1 The Company shat obligations under the cause that is beyon include, but are not industrial action, civacts of war, governing beyond the control of the c
- 9.2 In the event that as obligations under the hours or days>>, ei written notice at the Company shall be the Client or which costs, expenses ar which it shall or ma and such contributions shall return any ba obliged to, take such recover any such consums so recovered

officers, employees, agents, subwhich, if done by that Party, would Clauses 8.1.1 to 8.1.4 above.

to:

of that Party;

thority or regulatory body; or

f that Party or of any of the es or bodies;

for the purposes contemplated by limited to, the provision of the n each case that Party shall first in question that the Confidential pt where the disclosure is to any or any employee or officer of any ng to the other Party a written arty in question. Such undertaking in the terms of this Clause 8, to nfidential and to use it only for the nade; and

any purpose, or disclose it to any it is at the date of the Agreement, nes, public knowledge through no use or disclosure, that Party must tial Information which is not public

e in force in accordance with their Agreement for any reason.

failure or delay in performing its h failure or delay results from any I ("Force Majeure"). Such causes internet service provider failure, ns, earthquakes, acts of terrorism, is similar or dissimilar event that is

e the Company cannot perform its nuous period of <<insert period of retion terminate the Agreement by he event of such termination, the sums previously received from the Client to the Company such the Company has incurred or for arties in connection with the Event rhead as shall be reasonable and Company may, but shall not be discretion consider reasonable to the relevant third parties and shall, nnection therewith, reimburse any



9.3 The Company sha when any such For estimate to the Clie impact on the perfo

10. Term and Termination

- 10.1 This Agreement sha and shall continue f of this Clause 10 ar
- 10.2 Without prejudice to any other provision the Agreement purseffect by giving a Clause 10.2 provide 10.2:
 - 10.2.1 under no circ
 - 10.2.2 if the notice period>> d percentage> due and pareceived by
 - 10.2.3 if the notice period>> da date of the I shall become has not already
 - 10.2.4 if the notice days before shall become has not already
 - 10.2.5 any addition any arrange on demand.
- 10.3 Notwithstanding sul Agreement by giving
 - 10.3.1 any sum ov provisions o Business Da
 - 10.3.2 the other Pa the Agreeme it within <<i notice givin remedied;
 - 10.3.3 an encumbr company, a that other Pa
 - 10.3.4 the other Pa being a com the meaning

riting as soon as possible if and and at the same time provide an t is likely to continue and its likely s obligations.

commencement date to be agreed hat date, subject to the provisions

ninate the Agreement pursuant to nditions, the Client may terminate 10.2 at any time with immediate mpany which refers to this subgive notice under this sub-Clause

sit paid by it be returnable;

company not less than <<insert date of the Event, <<insert ayable shall become immediately the same has not already been

company not less than <<insert rt period>> days before the start ge>>% of the Total Price payable ayable to the extent that the same Company:

pany less than <<insert period>>
ont, the balance of the Total Price
ayable to the extent that the same
Company; and

red by the Company in cancelling e Event shall be paid by the Client

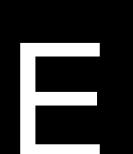
rty may immediately terminate the er Party if:

ne other Party under any of the ot paid within <<insert period>> yment;

preach of any of the provisions of capable of remedy, fails to remedy s Days after being given written breach and requiring it to be

, or where the other Party is a f any of the property or assets of

arrangement with its creditors or, to an administration order (within 86):



10.3.5 the other Pamade agains the purposes a manner the bound by or the Agreement

- 10.3.6 anything an jurisdiction of
- 10.3.7 that other Pa
- 10.3.8 control of the persons not Agreement. "connected Sections 112
- 10.4 For the purposes of of remedy if the Par respects.
- 10.5 Where it is the Clier the Company shal received by the Corany other amount(s
- 10.6 The rights to termi prejudice any other concerned (if any) of the concerned (if any) of the

11. Effects of Termination

Upon the termination of the

- 11.1 any sum owing by Agreement shall be
- 11.2 all Clauses which, e
- 11.3 termination shall no which the terminatir termination or any may have in respense before the date of te
- 11.4 subject as provided rights neither Party
- 11.5 each Party shall (e cease to use, eithe shall immediately re control which contains

12. [Data Protection

For complete details of the of personal data including, used, the legal basis or b exercise them, and perso Company's Privacy Notice

or firm, has a bankruptcy order y, goes into liquidation (except for tion or re-construction and in such therefrom effectively agrees to be imposed on that other Party under

foregoing under the law of any her Party;

to cease, to carry on business; or

red by any person or connected other Party on the date of the this Clause 10, "control" and e meanings ascribed thereto by of the Corporation Tax Act 2010.

each shall be considered capable with the provision in question in all

Igreement under sub-Clause 10.3, any Deposit or other amount(s) and the Client shall not be liable for ement.

ren by sub-Clause 10.3 shall not er Party in respect of the breach

on:

under any of the provisions of the nd payable;

ir nature, relate to the period after hall remain In full force and effect;

right to damages or other remedy pect of the event giving rise to the or other remedy which any Party Agreement which existed at or

except in respect of any accrued robligation to the other; and

rred to in Clause 8) immediately any Confidential Information, and ny documents in its possession or tial Information.

processing, storage, and retention rpose(s) for which personal data is of the Client's rights and how to applicable), please refer to the ocation>>].]

13. [Data Processing

- 13.1 In this Clause 13 a controller", "data r meaning defined in
- 13.2 [All personal data subject to these processed in accord which the Parties sl

OR

- 13.2 [Both Parties shall out in the Data Agreement shall re Protection Legislat obligations.
- 13.3 For the purposes of the Agreement, the "Data Controller".
- The type(s) of pe 13.4 processing, and the to the Agreement.
- The Data Controlle 13.5 and notices require Processor for the AND/OR Ithe Agre
- 13.6 The Data Processo relation to its perfo Conditions AND/O
 - 13.6.1 Process the Controller un such person the Data Co by law.
 - 13.6.2 Ensure that measures (a data from damage or potential ha current state those meas Data Contro the Agreeme
 - 13.6.3 Ensure that for processing that persona
 - 13.6.4 Not transfer written cons conditions a

rsonal data", "data subject", "data al data breach" shall have the slation.

Company on behalf of the Client, and/or the Agreement, shall be Data Processing Agreement into onal data is processed.]

e data protection requirements set Neither this Clause 13 nor the v obligations set out in the Data nove or replace any of those

islation and for this Clause 13 and Processor" and the Client is the

e, nature and purpose of the ing shall be set out in a Schedule

s in place all necessary consents nsfer of personal data to the Data [these Terms and Conditions] e to the Agreement].

y personal data processed by it in igations under [these Terms and

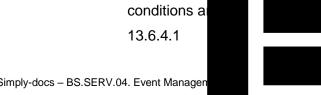
he written instructions of the Data r is otherwise required to process a Processor shall promptly notify a unless prohibited from doing so

ble technical and organisational Controller) to protect the personal ful processing, accidental loss, ires shall be proportionate to the events, taking into account the by and the cost of implementing ken shall be agreed between the sor and set out in the Schedule to

ess to the personal data (whether) are contractually obliged to keep

side of the UK without the prior roller and only if the following

d/or the Data Processor has/have



S

guards for the transfer of personal

ts have enforceable rights and s;

omplies with its obligations under egislation, providing an adequate any and all personal data so

complies with all reasonable avance by the Data Controller withing of the personal data.

ta Controller's cost, in responding ubjects in ensuring its compliance with respect to security, breach nd consultations with supervisory put not limited to, the Information

undue delay of a personal data

instruction, delete (or otherwise and any and all copies thereof to of the Agreement unless it is data by law; and

rds of all processing activities and ures implemented necessary to is Clause 13] **AND/OR** [the by the Data Controller and/or any er.

any of its obligations with respect [this Clause 13] **AND/OR** [the

- t any of its obligations to a subpersonal data under [this Clause prior written consent of the Data nably withheld). In the event that r, the Data Processor shall:
- n the sub-processor, which shall same obligations as are imposed is [Clause 13] AND/OR [the both the Data Processor and the lations; and

lies fully with its obligations under on Legislation.]

it <<insert period, e.g. 30 calendar provisions of the Agreement, ocessing clauses or similar terms scheme. Such terms shall apply

13.6.4.2

13.6.4.3

13.6.4.4

- 13.6.5 Assist the D to any and a with the Da notifications, authorities of Commission
- 13.6.6 Notify the Durach:
- 13.6.7 On the Da dispose of) of the Data C required to r
- 13.6.8 Maintain cor technical ar demonstrate Agreement] party design
- 13.7 [The Data Processor to the processing Agreement].]

OR

- 13.7 [The Data Process processor with resp 13] AND/OR [the Controller (such co the Data Processor
 - 13.7.1 Enter into a impose upon upon the Agreement]
 Data Contro
 - 13.7.2 Ensure that that agreement
- 13.8 Either Party may, at days'>> notice, al replacing them with that form part of a



when replaced by a

14. No Waiver

No failure or delay by either shall be deemed to be a war of any provision of the Agrabreach of the same or any

15. Further Assurance

Each Party shall execute may be necessary to carry

Costs

Subject to any provisions own costs of and incident into effect of the Agreemen

17. **Set-Off**

Neither Party shall be entit or sums received in res agreement at any time.

18. Assignment and Sub-Cor

- 18.1 [Subject to sub-Cl Neither Party may charge) or sub-lice sub-contract or oth the written consent withheld.
- 18.2 [[Subject to the preentitled to perform member of its grou Any act or omissic purposes of the A Company.]

19. **Time**

The Parties agree that all the essence of the Agreem

OR

[The Parties agree that the guidance only and are not mutual agreement between

20. Relationship of the Partie

Nothing in the Agreement joint venture, agency or oth contractual relationship exp

21. Non-Solicitation

21.1 Neither Party shall, period>> after its te person who is or w any time in relation ent.]

of its rights under the Agreement waiver by either Party of a breach to be a waiver of any subsequent

deeds, documents and things as eement into full force and effect.

ty to the Agreement shall pay its eparation, execution and carrying

n any manner from payments due er the Agreement or any other

nent is personal to the Parties. arge (otherwise than by floating te any of its rights thereunder, or its obligations thereunder without a consent not to be unreasonably

the] **OR** [The] Company shall be ndertaken by it through any other alified and skilled sub-contractors. For sub-contractor shall, for the to be an act or omission of the

d to in the Agreement shall be of

rred to in the Agreement are for Agreement and may be varied by

emed to constitute a partnership, petween the Parties other than the Agreement.

ement and for a period of <<insert loy or contract the services of any se engaged by the other Party at but the express written consent of



that Party].

21.2 Neither Party shall, period>> after its to Party any customer cause damage to consent of that Part

22. Third Party Rights

22.1 [No part of the Agre accordingly the Cor the Agreement.]

OR

[The Parties acknown so benefit <<insert purposes of the Country the Country the Parties third parties under the country that is a contract the country that is a contract to the parties are contract to the country that is a contract to the contract that is a contract to the contract that is a contract that is a contract to the contract that is a contract to the contract that is a contract tha

22.2 Subject to this Clau transferee, success

23. Notices

- 23.1 All notices under th if signed by, or on notice.
- 23.2 Notices shall be de-
 - 23.2.1 when delive registered m
 - 23.2.2 when sent, generated; of
 - 23.2.3 on the fifth ordinary mai

In each case notice address notified to t

24. Entire Agreement

- 24.1 [[Subject to the pro the entire agreeme and may not be mo authorised represer
- 24.2 Each Party acknow on any representa provided in the Aç implied by statute oby law.

25. Counterparts

The Agreement may be en to it on separate counterpa an original, but all the coinstrument.

ement and for a period of <<insert cit or entice away from the other h solicitation or enticement would arty [without the express written

nfer rights on any third parties and arties) Act 1999 shall not apply to

ent is intended to benefit and shall of third party / parties>> for the d Parties) Act 1999 and, subject to confer any rights on any other

all continue and be binding on the Party as required.

writing and be deemed duly given sed officer of the Party giving the

given:

ier or other messenger (including ss hours of the recipient; or

and a successful return receipt is

g mailing, if mailed by national

the most recent address or e-mail

ie] OR [The] Agreement contains with respect to its subject matter iment in writing signed by the duly

nto the Agreement, it does not rely r provision except as expressly itions, warranties or other terms ded to the fullest extent permitted

of counterparts and by the Parties to executed and delivered shall be all constitute one and the same



26. Severance

In the event that one or unlawful, invalid or otherwis severed from the remainde be valid and enforceable.

27. Dispute Resolution

- 27.1 The Parties shall at Agreement through have the authority to
- 27.2 [If negotiations un <<insert period>> c attempt to resolve Dispute Resolution
- 27.3 [If the ADR proced within <<insert period not participate in arbitration by either
- 27.4 The seat of the arbi
 The arbitration sha
 Arbitration as agree
 unable to agree on
 may, upon giving v
 Deputy President fo
 the appointment of
 that may be require
- 27.5 Nothing in this Cla applying to a court f
- 27.6 The Parties hereby dispute resolution u Parties.

28. Law and Jurisdiction

- 28.1 These Terms and contractual matters shall be governed that and Wales.
- 28.2 Subject to the provi or claim between t Agreement (includi therefrom or associ of England and Wal

of the Agreement is found to be hose provision(s) shall be deemed remainder of the Agreement shall

ute arising out of or relating to the eir appointed representatives who

o not resolve the matter within tation to negotiate, the parties will th through an agreed Alternative

27.2 does not resolve the matter at procedure, or if either Party will he dispute may be referred to

27.3 shall be England and Wales. rbitration Act 1996 and Rules for In the event that the Parties are Rules for Arbitration, either Party r Party, apply to the President or hartered Institute of Arbitrators for ors and for any decision on rules

either Party or its affiliates from

ind outcome of the final method of [not] be final and binding on both

Agreement (including any nonherefrom or associated therewith) ordance with, the laws of England

dispute, controversy, proceedings ese Terms and Conditions or the matters and obligations arising within the jurisdiction of the courts

