

## **Guildhall Chambers Seminar Booking: Terms and conditions**

We reserve the right to vary the content, timetable, location or speakers; or to cancel the seminar totally in which case we will refund any payment made in respect of the cancelled conference. Neither the members of Guildhall Chambers nor the speakers will be liable by reason of breach of contract, negligence or otherwise for any loss or consequential loss incurred by any person acting or omitting to act in reliance upon material or presentation given at or in connection with the event. Please be advised that places are limited so please book early to guarantee a place. The fee for this seminar includes a comprehensive conference folder, lunch and all other refreshments.

### **Booking terms**

Please send a cheque with your form or wait to be invoiced. A VAT invoice will be sent to you on receipt of your booking form/details. All invoices for this seminar must be paid within 30 days of the invoice date. Cheques are made payable to Guildhall Chambers. Unfortunately we are unable to take online payments at this time.

### **Confirmation of registration**

If you have not received confirmation of your registration one week before the conference, please telephone 0117 930 9000 to confirm that your registration form has been received.

### **Substitute delegates**

Substitute delegates will be accepted at any time – please telephone 0117 930 9000 to let us know the name of the substitute.

### **Cancellation**

Provided notice is received at least 48 hours before the seminar, the seminar fee will be refunded less a £20 (+VAT) administration charge.

### **CPD Accreditation**

Under the Law Society's CPD scheme and the Bar Council's New and Established Practitioners' Programme the conference will be CPD accredited (training reference 1383). The seminar will also contribute to CPD requirements under the terms of the ICAEW's CPD policy