

Edge Global Media Group Ltd

Terms & Conditions

These terms are intended by us, Edge Global Media Group, to set out the agreements between the “Company” (EGM Group) and our customers, the “delegates”

The following terms and conditions apply to delegates that book onto any events, seminars, training workshops and conferences delivered by any company that is part of the EGM Group.

EGM Group refers to Edge Global Media Group and its subsidiary companies which includes, but not limited to, the In-house Recruitment Network and In-house Recruitment LIVE!

- 1. Payments** Any bookings requiring payment must be made prior to the event in full to guarantee registration. Once payment has been received, an email confirmation will be sent. If payment is not made at the time of booking, registration will be provisional.
- 2. Substitutions & Cancellations** Delegates may nominate an alternative person from their organisation to attend up to 24 hours prior to the start of the event, at no charge.
- 3. Access Requirements** Delegates should advise of any special access requirements at the time of registration.
- 4. Registration Information** Registration information will be sent to delegates by email at least seven days prior to the event. Any delegate not receiving the registration information should contact us on natasha@edgeglobalmedia.com.
- 5. Alterations to Programme** EGM Group reserves the right to make alterations to the conference programme, venue and timings. In the unlikely event of the programme being cancelled by EGM Group, a full refund for the ticket will be made. In the event of the cancellation being due to causes outside of our control, refunds will be looked at on an individual event basis. Liability will be limited to the amount of the fee paid by the delegate.
- 6. Speakers** Views expressed by speakers are their own. EGM Group cannot accept liability for advice given, or views expressed, by any speaker at the conference or in any material provided to delegates.
- 7. Data Protection** By submitting registration details, delegates agree to allow EGM Group and companies associated with the conference to contact them regarding their services. Delegates who do not wish to receive such communications please email natasha@edgeglobalmedia.com. The contact details of registered delegates will be placed on the attendee list which will be passed to sponsoring companies and to all attendees for them to see who is at the conference for the purpose of networking and meetings. Delegates who do not wish to be included on this list should advise.
- 8. Photography & Filming** For promotional purposes, there may be a professional photographer and video production taking place during the conference. Delegates who do not wish to be filmed or recorded should advise natasha@edgeglobalmedia.com prior to the event.
- 9. Websites & Links** The conference and associated Edge Global Media Group websites may link to other websites and networking tools provided for the convenience of the users. The contents of these websites are maintained by their owners, for which Edge Global Media Group takes no responsibility. Neither can responsibility be taken for contents of any website linking to this website.
- 10. Insurance** It is the responsibility of the delegate to arrange appropriate insurance cover in connection with their attendance at the conference. Edge Global Media Group cannot be held liable for any loss, liability or damage to personal property.

Speakers Terms & Conditions

1. Edge Global Media Group may use the speaker’s name and presentation materials for promoting delegate attendance at the conference.
2. Edge Global Media Group may audio and/or video tape the speaker’s session and the recording may be reproduced and sold as part of the overall conference materials. This allows delegates to purchase audio/video copies of presentations that they may have been unable to attend.

3. Edge Global Media Group may reproduce copies of the speaker's presentation (eg. PowerPoint slides or supporting handouts) on paper and/or electronically and these may be sold as part of the overall hand-out materials during the conference and after the event.

4. Speakers who do not wish to give permission for the above terms and conditions, please email natasha@edgeglobalmedia.com before the commencement of the conference. If you have any questions about these Terms & Conditions, please contact - natasha@edgeglobalmedia.com