

## DECOM2024

### Booking and Payments

By completing and submitting a booking request, you are confirming your agreement to the terms and conditions set out by Marick.

For the purposes of clarification, the contracting party shall be Marick Communications (as the event provider) and either you or your employing organisation (as the event attendee/event booker).

Payment terms are strictly 30 days or before the event, whichever is closest. We reserve the right to refuse entry if payment is not received before the event. If your registration is at short notice, we will require payment by credit card to secure your place.

Payment can be made at the point of booking by Credit Card. If you are unable to pay by credit card, you can also request an invoice which can be paid by Bank Transfer. If you subsequently opt to pay an invoice by credit card, we accept business credit cards only and this is subject to a 3.0% card processing fee on invoice total.

Please quote your invoice number on payments.

### Ticket cancellation, substitution and postponement policy

All cancellations, alterations or amendments must be received in writing to [info@decom2024.co.uk](mailto:info@decom2024.co.uk).

We can accept a replacement delegate if you are no longer able to attend.

\*Refunds are available on the following basis only:

Cancellation by 31 October 2024	50% refundable minus a £10 pound administration fee
Cancellation from 1 November 2024	Non-refundable

### Exhibition cancellation, substitution and postponement policy

Delegate and exhibition bookings for DECOM2024 will automatically move to the new date, if you are unable to make the new date please let us know ASAP so refunds can be made, after 12 July the usual terms and conditions will apply.

Marick Communications reserves the right to cancel an event. In this case, you will receive a full refund of the fee paid. In the event that Marick Communications postpones an event for any reason and the delegate is unable to attend on the rescheduled date, you will receive a full refund of the fee paid.

Marick Communications is not responsible for any loss or damage as a result of alteration, cancellation or postponement of an event.