

## **Event Terms and Conditions:**

- 1. Please seek the permission of your line manager before applying to attend this event.
- 2. Please be aware that submission of your registration does not constitute confirmation that a place has been awarded to you.
- 3. Places are limited and priority will be given to HVB members who are interested in applying for an HVB Enterprise Fellowship. Participants will be notified of the outcome of their application no later than 22<sup>nd</sup> January 2020. Full details for delegates will be sent separately by email approximately one week before the event is due to take place.
- 4. The University of York will not be held liable for any costs incurred by you prior to a confirmed place being awarded.
- 5. The University of York will not be held liable for costs incurred due to circumstances outside of our control, such as transport delays or late changes in venue availability.
- 6. Delegates will be responsible for any travel and subsistence costs incurred up to the point of their arrival at the event venue and for their return journey at the end of the event.
- 7. This event is free to attend however we ask you to bear in mind that it is paid for using public funds and we have to pay for the full cost of your place whether you attend or not. Non-attendance is a waste of public funds that we could have used to support alternative Network initiatives. *Please take time to consider your availability before applying for a place.*
- 8. If you are awarded a place at this event but do not attend the workshop without first notifying us, the HVB Network reserves the right to reject future applications from you to attend HVB Network events.