Queen Mary Virtual Fairs 2021

Terms and Conditions

1. General
   1.1. In these Terms and Conditions the expressions shall have the following meanings:
       (a) The Event – the Careers Fair held at online by Queen Mary University of London
       (b) The Organiser – Queen Mary University of London Careers and Enterprise
       (c) The Exhibitor - the organisation named on the Booking Form as the Exhibitor

2. Completion of the Booking
   2.1. The Exhibitor is responsible for ensuring the booking is completed by authorised personnel.
   2.2. ‘Exhibition space’ can only be considered upon receipt completed information, and confirmation of a booking will be issued by the Organiser. Subsequent cancellation of this booking may incur a cost subject to conditions in Section 7.
   2.3. The person who booked the fair online shall be considered the main contact for the Exhibitor, and shall be responsible for completion of all details requested and be liable for payment of all costs.

3. Payment
   3.1. Payment should not be sent with the booking.
   3.2. All charges shall be subject to VAT at the then current rate unless a VAT exemption has been agreed.
   3.3. The Organiser will issue an invoice not later than one month after the event has taken place if applicable.

4. Cancellation by the Exhibitor
   4.1. The Exhibitor must notify the Organiser if they wish to cancel a booking for the Event.
   4.2. The Exhibitor must confirm cancellations in email to careers-events@qmul.ac.uk.
   4.3. In the event of a cancellation the following charges are applied in line with the costs incurred by the Organisers:
       (a) Cancellations received earlier than two months before (13/08/2021) will not be charged.
       (b) Cancellations received within one month before (13/09/2021) will be charged £100 + VAT
   4.4. Full payment will be required in the event of any non-attendance by the Exhibitor on the day of the Event.

5. Disclaimer
   5.1. The Exhibitor is responsible for populating their profile at the online event.
   5.2. The Organiser reserves the right to enter any online video or chat conversations with students.
   5.3. The Exhibitor must not save the data of students unless the student has explicitly given permission.
   5.4. The Organiser reserves the right to decline a booking request for any reason whatsoever.

6. Cancellation by the Organiser
   6.1. The Organiser reserves the right to cancel the Event and Exhibitors’ bookings at any time.
   6.2. The Organiser shall not be liable to pay compensation for any loss sustained or inconvenience caused as a result, or in any way arising, out of the cancellation of the Event.

7. Exhibitor Vacancies
   7.1. All opportunities presented by Exhibitors at the fair must meet the requirements of the ‘Hire a graduate’ policies, which can be found at https://www.qmul.ac.uk/careers/recruiters/recruit-a-student-or-graduate/