



LUPC and SUPC Conference 2024 Exhibitor and Sponsorship Terms and Conditions

CONFIRMATION AND EXHIBITOR INSTRUCTIONS:

Please note that you will be invoiced once your booking form has been received. **Your stand/sponsorship opportunity will not be secured until payment has been received.** If the invoice has not paid within 30 days of issue, the stand/sponsorship opportunity may be offered to other suppliers.

Full exhibitor instructions will be issued no less than three weeks prior to the Conference.

EXHIBITOR ELIGIBILITY

Only suppliers that are on frameworks available to LUPC and/or SUPC members at the time of the conference can be a sponsor or exhibit at the LUPC and SUPC Conference, 5 June 2024.

We regret that, should your company no longer be an LUPC/SUPC supplier as of 5 June 2024, we will need to refund your exhibitor/sponsorship fee as we can only accept exhibitors from consortium approved suppliers.

LUPC reserves the right to cancel and refund the exhibition stand/sponsor opportunity cost for any supplier up to the date of the conference (5 June 2024).

LUPC reserves the right to decline bookings from aged debtors (outstanding debts and any interest accrued) and the right to insist all aged debts due to either LUPC or SUPC are paid in advance of 5 June 2024.

CANCELLATIONS:

Cancellation by an Exhibitor/Sponsor

If an exhibitor is unable to attend the event, please notify events@lupc.ac.uk immediately in writing.

A full refund will be given where it has been possible to re-sell your stand/sponsorship opportunity to an alternative exhibitor.

Where it has not been possible to re-sell your stand/sponsorship opportunity to an alternative exhibitor, cancellation charges will be incurred as below:

- If a cancellation is made three calendar months or more before the event a 50% refund will be provided.
- If a cancellation is made less than three calendar months before the event, LUPC reserves the right to invoice suppliers for the full exhibition/sponsorship cost.

Cancellation of the LUPC & SUPC Conference by LUPC and SUPC

In the event the LUPC & SUPC Conference 2024 is unable to take place due to circumstances beyond our control, the conference will be moved to an online conference and exhibition, and exhibitors/sponsors will be given a 60% refund.

INSURANCE

All suppliers exhibiting at the LUPC and SUPC Conference 2024 must have public liability insurance of a minimum indemnity of £2m.

ACCEPTANCE

By receipt of your exhibition stand/sponsorship booking we understand that you have read and agree to comply with the above terms and conditions.

DISCLAIMERS

Please note, we may share information contained in this booking form with relevant parties in relation to the Conference & Exhibition. See LUPC's Privacy Policy at www.lupc.ac.uk for details.

Photographs will be taken throughout the conference and may be used for marketing and publicity purposes. Please email events@lupc.ac.uk if you have any concerns.