

TERMS AND CONDITIONS: INTERNATIONAL FESTIVAL FORUM (IFF)

Definitions in these terms and conditions

“Company” - means International Live Music Conference Limited, registered in England and Wales with company number 3007667.

‘IFF’ - means the International Festival Forum, the conference organised by Company to takeplace in September 2023

‘Delegate’ - means a person applying to Company to attend IFF ‘Registration’ - means the process by which a Delegate is registered.

‘Registration fee’ - means the sum of money paid by the Delegate to reserve a place at IFF. ‘Advertiser’ - a company or individual placing an advertisement in the IFF conference guide.

The following is a non-exhaustive statement of the Company’s terms and conditions in respect of any application for Registration for IFF which also incorporates the Company’s [Privacy Policy](#); by submitting any such application (whether or not correct in all respects) every Delegate irrevocably accepts these and all other such terms and conditions of Company irrespective of whether that application is successful.

1. CONDUCT

- 1.1. Delegates and their guests must conduct themselves at IFF in a responsible manner with due consideration to their fellow delegates, IFF employees and venue staff.
- 1.2. ILMC & IFF are dedicated to providing a harassment-free experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, age or religion. We do not tolerate harassment of delegates in any form.
- 1.3. Delegates or any other participants violating these rules may be sanctioned or expelled from the event without a refund at our discretion.
- 1.4. Our Anti-Harassment Policy [can be found here](#).

2. REGISTRATION

- 2.1. The Company reserves the right to refuse any application for Registration at any time.
- 2.2. A place has not been registered for a Delegate until an official confirmation email has been received by the Delegate from the Company, confirming that that Delegate is registered.
- 2.3. Organisation of travel, accommodation (outside of rooms booked as a package

along with a delegate pass) or associated arrangements for a Delegate should not be made or paid for until official confirmation of Registration has been received by the Delegate from the Company.

- 2.4. No final reservations can be made on behalf of a Delegate until the Company has received in full in cleared funds all of the relevant payment to cover the full cost of the Registration fee and/or events.
- 2.5. No changes to delegates details to be published on the IFF website or in the IFF conference guide will be accepted after 6pm GMT 15 September 2023.
- 2.6. Visas are the responsibility of the attending delegates and letters of invitation are not issued by IFF.
- 2.7. Ticketing services, including all electronic credit card transactions for IFF and all related IFF events are provided by Universe, a Ticketmaster company, headquartered at 2 Jackson St Suite #200, San Francisco, CA 94111, USA.
- 2.8. Tickets or entry passes are not issued until Delegates arrive at IFF. Confirmation of a formal place will be in the form of an email and invoice, sent electronically.
- 2.9. All transactions are carried out in pounds sterling.
- 2.10. All monies received are deemed to include UK VAT at the applicable rate.
- 2.11. Reservations for IFF are non-transferable and only registered delegates will be permitted to enter the event.

3. ADVERTISING

- 3.1. The Company reserves the right to omit or suspend an advertisement at any time for good reason, in which case no claim on the part of any Advertiser for damage or breach of contract shall arise.
- 3.2. Every care is taken to avoid mistakes but the Company cannot accept liability for any errors due to third parties, sub-contractors or inaccurate copy instructions.
- 3.3. The Advertiser warrants that the advertisement does not contravene any Act of Parliament nor is it in any other way illegal or defamatory or an infringement of any other party's rights or an infringement of the British code of Advertising Practice.
- 3.4. The Advertiser will indemnify the Company fully in respect of any claim made against the Publisher arising from the advertisement. The Company will consult with the Advertiser as to the way in which such claims are to be handled.
- 3.5. Advertisement copy should be supplied by the Advertiser or their Agent in accordance with the mechanical data published on the Rate Card. Charges will be made to the Advertiser for any additional artwork or production work required to make the advertisement technically suitable for publication. Such charges will be at the rate agreed prior to publication.

4. CANCELLATIONS & REFUNDS

- 4.1. If an application from a Delegate to cancel his/her registration is received by the Company before 6pm GMT 31 August 2023, a refund will be given, minus a £50 processing fee.
- 4.2. The Company will make no refunds if cancellations are received AFTER 6pm GMT 31 August 2023.
- 4.3. Cancelled registrations cannot be transferred to a future conference.
- 4.4. Applications for refunds must be received in writing within the published deadline for cancellation stated above.

5. DELEGATE PASSES

- 5.1. Delegate passes must be worn at all times whilst in any of the event areas, including Omeara, the IFF Campus, and other conference venues.
- 5.2. Admission to IFF will be refused to anyone unable to provide an official Delegate pass.
- 5.3. Lost or misplaced Delegate passes will only be replaced at the absolute discretion of the Company, potentially at the full cost of registration.

6. DELEGATE INFORMATION & PRIVACY

- 6.1. We take data and privacy very seriously and are committed to protecting Delegates' personal data. Information about how we do this is contained in our [Privacy Policy](#), which is incorporated into these Terms & Conditions.
- 6.2. All Delegates registering for IFF may have their full name, company name, email address, phone number and website URL published in the IFF digital conference guide unless a Delegate requests in writing not to have their details published.
- 6.3. A password protected networking portal may operate on www.iff.rocks to allow Delegates to communicate before and during IFF which contains the name, job title, company, country and website address of each Delegate. Delegates who do not want their information published on the portal should request in writing that it is not included.
- 6.4. The name, company and country of Delegates attending IFF may be published on www.iff.rocks. Delegates not wishing to have their information published should request in writing that it is not included.
- 6.5. Delegate details may not be included in the IFF conference guide if the relevant application for Registration is received any later than 6pm GMT 15 September 2023.

7. PERSONAL EFFECTS

- 7.1. The Company cannot take responsibility for the loss or damage of Delegate's personal effects. The Company recommends that each Delegate arrange appropriate personal insurance cover. Due care and attention are advised at all times.

8. LIABILITY

- 8.1. The Company's insurance of IFF covers public liability claims where the Company is held to be liable.

9. HEALTH & SAFETY

- 9.1. All Delegates must familiarise themselves with the fire regulations in operation and the location of nearest fire exits whilst in any of the IFF venues. Copies of fire safety documentation are available on request.
- 9.2. Additionally all delegates must familiarize themselves with all regulations in place as a result of Covid 19.

10. FILMING AND RECORDING

- 10.1. Filming or recording by Delegates of any showcases, sessions, panels or entertainment organised by or connected with IFF is strictly forbidden. Delegates must not make or arrange to be made any film or recording in sound or sound and vision at IFF and will deliver up to Company or its representatives immediately upon request by any of them all such films or recordings and any copies thereof which may be in a Delegate's ownership possession or control.
- 10.2. Delegates will not introduce to any session, panel or other event organised for IFF any copyright material which is the property of any third party except by prior written agreement of an authorised representative of Company.
- 10.3. By registering for IFF every Delegate irrevocably grants to Company and its authorised representatives' permission to make, use and exploit as Company sees fit and free of any payment any photograph, sound or video recording or film, including quotations or extracts from any such material and agrees that Company shall be the first owner of any intellectual property therein.

11. PRIZES

- 10.1 The Company takes no responsibility for the fulfillment of gifts or prizes offered by third parties during IFF.

11. COVID-19

- 11.1 Your responsibilities. Everyone attending IFF venues has a duty to other event attendees and IFF's staff and contractors and it is your responsibility to ensure that you and, as applicable, your attendees do not attend any event at any IFF venue if at the time of the applicable event you or any attendee (or any member of your or their household or support bubble) are experiencing any Covid 19 symptoms.
- 11.2 Cancellation during Covid 19 crisis. IFF may, in its absolute discretion, cancel any IFF ticket at any time by communicating with you through, email, our website or other

means. IFF shall not be obliged to provide reasons for any such cancellation and save for providing a refund as set out below shall have no other liability or obligation whatsoever to you arising from any such cancellation. Where the cancellation has been caused as a result of Covid 19 and related obligations, then IFF reserves the right to deduct from any such refund an amount equal to what IFF decides, in its absolute discretion, is your reasonable share of any unavoidable costs that IFF has to pay in connection with your IFF ticket or the related event.

11.3 Conditions of Entry. IFF reserves the right to impose such new conditions of entry it considers necessary to comply with legal requirements. IFF shall use all reasonable endeavours to inform you of these conditions in advance and reserves the right, without penalty or liability, to refuse entry or to eject you from any venue if these conditions are not complied with such as social distancing and other legal requirements. IFF shall not be liable in any way for any illness or loss whatsoever arising from your failure to comply with this obligation. IFF reserves the right, in its absolute discretion and without penalty or liability, to deny entry to or eject from the venue any person breaching such requirements.

11.4 Terms of cancellation or non-attendance due to a Delegate contracting Covid-19 are the same as Section 4 of this document.

12. THIRD PARTY ADVERTISING, SITES AND LINKS

12.1 This website may contain links to third party websites which are controlled and operated by parties other than ILMC. ILMC is not responsible for any content of any linked site or any link contained in a linked site. The inclusion of any link on the website does not imply endorsement by ILMC, and if you decide to access linked third party websites, you do so at your own risk.

12.2 This website may contain advertising submitted by third parties. Such third parties are solely responsible for the content of such advertising and for ensuring that it complies with all relevant legislation and regulations. We do not accept any responsibility for the content of any third party advertising.

13. COMPLAINTS

13.1 If you believe that your intellectual property or other rights are being infringed by this website or any of the publications, events or products offered by ILMC, or if you are dissatisfied with any aspect of our service, in the first instance please contact hello@ilmc.com or +44 (0) 203 743 0300.