


These guidelines have been created for Sponsors and Delegates joining our Autumn Conference. Please refer to the below scenarios and contact Carol with any questions.

To our sponsors:

<p>① Event happens as planned</p>	<p>② Cancellation of physical event – Government intervention due to Covid</p>	<p>③ Cancellation of physical event – imposed by CREFC Europe</p>
	<p>In the event the Government cancel in-person gatherings, the in-person element of our main day will pivot to digital delivery.</p> <p>Subject to your sponsor item/s, you may be entitled to a partial refund. As each sponsor opportunity is unique any reimbursement will be on a case by case basis.</p>	<p>In the event that CREFC Europe cancels the in-person gatherings, we will pivot to digital delivery.</p> <p>CREFC Europe may cancel the event due to Covid related factors e.g. venue closure, low in person registration or due to our team having to self-isolate and adhere to Government Guidelines at the time.</p> <p>Subject to your sponsor item/s, you may be entitled to a partial refund. As each sponsor opportunity is unique any reimbursement will be on a case by case basis.</p>

To our delegates:

We appreciate the unusual level of uncertainty affecting in-person events this autumn. To make things easier, our in-person tickets are fully transferable and may even be shared with a colleague in your organisation if you wish to attend different sessions.

If you find that you are unable to use your ticket, please make use of that flexibility. In addition, we are putting the following arrangements in place to address the bigger challenges that might arise:

<p>① Cancellation of satellite events due to Government intervention or CREFC Europe decision</p>	<p>② Cancellation of main day event due to Government intervention or CREFC Europe decision</p>	<p>③ Your company decides that you cannot attend an in-person event due to Covid</p>
<p>Full refund of any registration fee paid to attend an affected satellite event.</p> <p>We will also attempt to deliver these digitally to those who had registered.</p>	<p>Partial refund.</p> <p>We will refund your in-person ticket minus £100 + VAT if applicable to cover our administration costs and the reception in October (whether or not you attended that reception).</p>	<p>We will apply a refund if:</p> <ul style="list-style-type: none"> - you cancel no later than 18:00 UK time 27 October, and - we are able to sell your ticket, and - you provide evidence that you cannot attend due to a corporate decision <p>This is applicable to all in-person events (satellite and main day).</p> <p>We will refund your in-person ticket minus £100 + VAT if applicable to cover our administration costs and the reception in October (whether or not you attended that reception).</p>

In no case will CREFC Europe be liable for indirect or inconsequential costs incurred or losses suffered.