

FINANCIAL TERMS AND CONDITIONS



CUREE offers a wide range of research and professional development services and the financial terms and conditions will vary with the service. Many are subject to individually negotiation with the client. Unless covered by specific and individually established conditions, our financial terms are as follows:

Open courses

The delegate fee includes [e.g. copies of the presentations and refreshments.]
Cancellation fees are as follows:

- (1) If cancellation occurs 28 days or more before the event: No charge will be made, or the booking can be transferred to another event if available;
- (2) If cancellation occurs 15 to 27 days before the event: A 50% charge will be made;
- (3) If cancellation occurs 0 to 14 days before the event: A 100% charge will be made.

Cancellations must be notified in writing to CUREE Ltd. No charge will be made for replacement delegates. The organisers reserve the right to alter the programme and change the speakers without prior notice.

CUREE Ltd is unable to grant extended credit and therefore must request that full payment be made within 14 days from the date of invoice.

Closed courses (commissioned as a service) and evaluation services (including SKEIN, SKEIN Momentum and QR)

CUREE will provide the client with proposal setting out an exact price plus, if applicable, some priced optional elements. This proposal will normally identify either firm or approximate dates on which specified element of the service are to be delivered. If these dates are confirmed subsequently, they will be treated as part of the original contract agreement.

On receipt of confirmation of acceptance by the client (such confirmation being a signed agreement or an email signalling agreement), CUREE will issue an invoice for the full amount which is payable within 14 days. Where the event(s), stages or processes are delayed at the instigation of the client, CUREE will agree to a rescheduling or delay of the agreed programme for a period not exceeding one term (or 12 weeks where 'term' is not relevant) or a longer period at CUREE's sole discretion. If a further delay is requested by the client, CUREE may, at its sole discretion agree, to that delay or it may reprice the service taking into account any additional costs associated with the delay.

If the delay is at CUREE's request, CUREE will hold the original price for a period of two terms (or 24 weeks).

CUREE will not refund any part of the fee as set out in the agreement except where CUREE has failed to deliver all or any part of the contracted service to a reasonable level of proficiency having been given a reasonable opportunity to do so