



Greenwood Events

Booking Terms and Conditions

Terms and Conditions

Cancellation - Cancellations must be received in writing and the following conditions apply:

4 weeks prior to the event – 100% refund.

2-3 weeks prior to the event – 50% of fee applies.

Less than 2 weeks prior to the event – 100% of fee applies.

Whether an event goes ahead or not is entirely dependent on the numbers, and if the minimum number necessary to make it viable is not achieved, it will not go ahead, and a full refund will be given.

Payment Terms - Payment must be made prior to the day of the event. Where payment has not been made by the time of the event, the place will be cancelled but the full booking fee will remain due. A space is not secured until full payment has been received.

Non-Attendance - If you are unable to attend, you may send a substitute at no extra cost. In the event of non-attendance, and payment not made in advance, the full booking fee will remain due.

Photography - Greenwood Events may arrange for photographs and/or video footage to be taken at events and used for promotional purposes. This may include printed documents or media, editorial coverage, advertising press and use on the internet. Delegates who do not wish for their image to be used in this manner must notify us in writing prior to the event.

Data Protection - By submitting registration details, delegates agree to allow Greenwood Events to contact them as required for the organisation and administration of the event, as well as notification of future events, unless a specific request has been made to opt out of receiving this service. In accordance with the General Data Protection Regulation (GDPR), your personal details will not be retained for any other purpose, nor will they be shared with any other organisation.

Events Beyond our Control - If the event is cancelled due to circumstances beyond our control, the delegate may:

Receive a full refund (excluding Eventbrite's fee if you pay using this method).

Hold the space until a new date has been set up.

Move the booking to another workshop.

Receive a credit note to use at a future date.

Greenwood Events will not be liable for any other costs, e.g. travel and accommodation, incurred by delegates.

Disclaimer

Workshops are provided by third parties. The views, opinions, positions or strategies expressed by the speakers/facilitators are theirs alone. Greenwood Events make no representations as to the accuracy, completeness, suitability, or validity of any information presented or provided before and during workshops, and will not be liable for any errors, omissions, or delays in this information or any losses, injuries, or damages arising from its use.

Please get in touch if:

You would like to register for any of the events overleaf. Or visit <http://www.greenwoodevents.co.uk/events/>

You would like to be added to the mailing list to be notified of workshops.

You would like to work in partnership with Greenwood Events sharing your knowledge and expertise.

You would like Greenwood Events to organise training for your organisation.

Audrey Smith / 0774 941 6743 / audrey@greenwoodevents.co.uk / www.greenwoodevents.co.uk

Greenwood Events organises Continuing Professional Development workshops for counsellors & anyone interested in personal development.

