

Exhibition Space: terms and conditions

Costs

	Early Bird Discount (Bookings by 16/12/22)	Standard
Small Charity. (Turnover < £250k)	£119	£130
Large Charity or Business (Turnover > £250k)	£221	£260
Additional Conference Tickets (1 free per stall holder)	£40pp	

****Early bird rates**

This year, we are offering an early bird discount of 15% if you book an exhibition space before Friday 16th December 2022. If you are a small charity (turnover below £250k) we are happy to offer a 50% reduction in our standard cost, meaning you will pay just £119 if you also take up the early bird discount!

Invoice

Once you have returned your booking form to our staff an electronic invoice will be issued (should you require a hard copy please get in touch). **Please note your invoice must be fully paid within 30 days or at least 7 days before the conference date (whichever comes first).** If the invoice is not paid within the time given your exhibition space may be given away to another delegate.

Cancellation terms

1. Up to two full weeks before the event – full refund if cancelled by Tuesday 21st Feb 2023
2. Less than fourteen days' notice – no refund

Payment

Pay by BACS

Please include your invoice number in your BACS reference. Please email accounts@generationsworkingtogether.org to let us know when you have completed payment.

Bank: The Cooperative Bank, 29 Gordon Street, Glasgow, G1 3PF

Account Name: Generations Working Together

Sort code: 08-92-99

Account number: 65773576

Pay by Card – a link will be provided on the invoice

PAYMENT TERMS – payment terms are strictly net 30 days or at least 7 days before the conference date (whichever comes first).

If you have any queries, please contact us at office@generationsworkingtogether.org