

COVID-19 Clause



Both parties acknowledge the ongoing COVID-19 crisis in the UK and accept their obligation to comply with any official guidance from UK Government. The parties agree to communicate without delay any issues they may have in performing their obligations under this agreement.

You [organiser] acknowledge that COVID-19 may require us [the College] to take one or more of the following measures for the safety of our staff and the safety of delegates attending the event to which this booking relates:

- (i) impose maximum delegate numbers at the event;
- (ii) limit the availability of food or drink;
- (iii) impose specific requirements regarding personal protective equipment such as the wearing of masks or face coverings;
- (iv) restrict the numbers of overnight stays if applicable;
- (v) limit any planned entertainment for your event;
- (vi) designate alternative entrance and exit routes.

If we (the College) are obliged, due to specific Government restrictions, to close our venue, we may offer you an alternative date for the event. If an alternative date cannot be agreed, then the booking will be deemed cancelled and your deposit will be returned in full with no further payment required.

If you (the Client) are unable to provide the agreed delegate numbers, because of infections or travel restrictions, then we (the College) will offer you either a proportionate reduced fee for the event or agree to cancel the booking and return your deposit and any additional sums already paid.

If delegate numbers decrease below 70% of the contracted number (notified by the organiser in writing a minimum of 15 working days prior to event), we (the College) reserve the right to cancel the event.

This addendum will remain in place until this period of uncertainty is over. Once the College believe the pandemic is over (based on scientific advice) then this addendum will be removed and the standard Terms & Conditions will take precedence.

You will be informed of this in writing.