

Disclaimer And Terms Of Booking

1. By placing a booking, you are engaging in a contract of sale with The WLA (a trading name of The Larkton Group Limited, Company number 5536311) to attend a conference and pay for this attendance.
2. As soon as it is made, a booking is confirmed. We are of course very flexible when it comes to cancellations or amendments to bookings after this point. However, delegate attendance is confirmed with the conference venue **twelve full working days before** any scheduled event. For the avoidance of doubt, a 'working day' is Monday to Friday but excludes weekends and UK Bank Holidays. After this time The WLA has to pay for delegate attendance as well as food and conference materials and resultantly we are unable to accept any cancellations on places after this point. If no cancellation is received before this twelve working day deadline, the full fee will be payable, regardless of attendance of the conference.
Changes of attendee name are permitted up to 72 hours before the start of any scheduled event. The WLA will provide the conference and related materials on the day of the conference only.
3. By placing a booking at one of our events, you are agreeing that you have the authority of the organisation you represent to do so. You also agree that you will be able to make a £ Sterling payment to us by BACS, cheque or credit card directly to our UK bank account, without the need for international tax registration, forms, or reclaiming of fees from any other jurisdiction or authority. The WLA shall send an invoice by email made out to your company or organisation for payment.
4. Should a delegate be ill on the day of an event, the delegate place can be transferred to a colleague but not cancelled.
5. Bookings made less than twelve working days before an event are final, as per Term 2 above, and cannot be cancelled.
6. Once a booking is placed through our online booking system it is then confirmed and can only be cancelled using the procedure detailed here. Non-attendance at an event, without complying with this procedure, will mean that the full delegate fee is still payable.
We have a very simple cancellations system - this is done by email to support@thewla.com. Cancellations must be at least 12 full working days before any conference, as per Term 2 above. We will then send through confirmation that we have received it, at which point it becomes valid. Under no circumstances can any cancellations or amendments to any booking be made over the phone, in person, by post or by any other method except for email. Payments are due within 30 days from the date of invoice and are via BACS, cheque or credit card. By placing this booking you accept that invoice delivery is via email and upon receipt this then needs to then be settled.

7. The WLA shall not be deemed to be in breach of this Agreement or otherwise liable to you as a result of any delay or failure in the performance of its obligations under this Agreement if and to the extent that such a delay or failure is caused by an event of Force Majeure.
 - i. For the purposes of this clause 7, 'Force Majeure' means any situation or event beyond the control of The WLA including (but not limited to) an act of God, war or threat of war, riot, civil strife, industrial dispute, terrorist activity, natural or nuclear disaster, fire, flood, failure of power supply, failure of water supply, outbreak of disease or imposition of quarantine, epidemics or health risks, changes in any law or governmental order rule or direction, rules or instructions of any regulatory body, changes imposed by re-scheduling or cancellation of transport and adverse weather conditions (actual or threatened).
8. The WLA will not accept responsibility for any of the views, opinions or comments of anybody present at any of our events, be it the Chairman, speakers or any other attendee.
9. You will be registered to receive Conference information by email. You also consent that we will hold all the information that you type into the form on our system and electronic details, so that we may process your booking and send you information relating to our conferences, for example, joining instructions, invoices, conference materials, delegate lists, plus anything else relating to our events. Your contact details will never be passed to any third parties and you will be protected by our [Privacy Policy](#).
10. The contents of this website are true and to a high standard according to our knowledge, but agendas, speakers and content of events are subject to changes which may be beyond our control. We do our very best to list information that is as accurate as possible, but we are unable to guarantee the accuracy and completeness of the information on this website. No legal responsibility can be taken for omissions, errors, or changes.