

REGENT BUSINESS & CAREERS EXPO

Exhibitor Terms & Conditions

Event: Regent Business & Careers Expo

Date: Wednesday 21 April 2027

Time: 10:00am – 3:00pm

Venue: DCBL Stadium, Widnes

Organiser: Regent Business Group Ltd, trading as Regent Business Club

Company Number: 16078265

Registered Address: Suite 4, Foundry House, Widnes Business Park, Waterside Lane, Widnes, England, WA8 8GT

Contact Email: ann.ryan@regentbusinessclub.co.uk

Effective Date: 9th September 2026

1. Booking and Acceptance

1.1 These Terms & Conditions apply to all businesses and organisations booking exhibition space at the Regent Business & Careers Expo (“the Event”).

1.2 By signing and submitting the Exhibitor Booking Form, or accepting these terms through an online booking process, the exhibitor agrees to be bound by these Terms & Conditions.

1.3 A booking is not confirmed until the Organiser has accepted it in writing. The Organiser reserves the right to decline a booking where the exhibitor is unsuitable for the Event, conflicts with venue requirements, or where exhibition space is unavailable.

1.4 The person making the booking confirms that they are authorised to enter into the agreement on behalf of the exhibiting business or organisation.

2. Exhibition Packages and Payment

2.1 The exhibitor agrees to pay the package price and any additional charges stated in the Booking Form or booking confirmation.

2.2 All prices are exclusive of VAT unless expressly stated otherwise. VAT will be charged where applicable.

2.3 Full payment is required by the due date stated on the invoice. No booking will be considered confirmed until payment has been received in full.

2.4 Failure to pay an amount by its due date may result in the booking being cancelled and the exhibition space being released. Any outstanding sums due under the agreed cancellation terms will remain payable.

2.5 The exhibitor is responsible for ensuring that all invoice and billing information supplied to the Organiser is accurate.

3. Exhibitor Cancellation

3.1 All cancellation requests must be made in writing to the Organiser.

3.2 The following cancellation charges will apply:

- Cancellations received on or before 20 January 2027: 25% of the total booking fee.
- Cancellations received between 21 January and 21 March 2027: 50% of the total booking fee.
- Cancellations received on or after 22 March 2027: 100% of the total booking fee.

All cancellations must be made in writing to the Organiser.

3.3 Any cancellation charge will reflect the Organiser's reasonable costs, commitments and anticipated losses arising from the cancellation. The Organiser will take reasonable steps to mitigate its losses, including attempting to resell the exhibition space where practical.

3.4 A failure to attend the Event does not automatically entitle the exhibitor to a refund.

3.5 Any cancellation arrangement agreed outside these terms must be confirmed in writing by the Organiser.

4. Event Changes, Postponement and Cancellation

4.1 The Organiser may make reasonable changes to the Event programme, floor plan, opening times, speakers or exhibition arrangements where necessary for operational, safety or venue reasons.

4.2 If the Event is postponed, the Organiser will notify exhibitors as soon as reasonably practicable and offer the opportunity to transfer their booking to the rescheduled date.

4.3 If the Event is cancelled and no suitable alternative date is offered, the Organiser will refund the exhibition fees paid for the cancelled Event, less any amount lawfully deductible under the circumstances and applicable law.

4.4 The Organiser will not be responsible for an exhibitor's indirect or consequential losses arising from postponement, cancellation or changes to the Event, including travel, accommodation, staffing costs or anticipated business revenue, except where liability cannot lawfully be excluded.

4.5 Where circumstances beyond the Organiser's reasonable control prevent the Event from taking place, the Organiser will act reasonably and in accordance with applicable law when determining refunds, transfers or other arrangements.

5. Exhibition Space and Stand Allocation

5.1 Stand locations will be allocated by the Organiser. Any specific location requested by an exhibitor is not guaranteed unless expressly confirmed in writing.

5.2 The Organiser may make reasonable changes to stand locations or the floor plan where required for safety, accessibility or operational reasons.

5.3 Exhibitors must remain within their allocated exhibition space and must not obstruct aisles, entrances, exits, fire equipment or neighbouring stands.

5.4 Exhibition space must not be transferred, shared, sublet or resold without the Organiser's prior written consent.

5.5 Exhibitors must ensure their stand is staffed during the Event's opening hours, unless otherwise agreed with the Organiser.

6. Setup, Breakdown and Venue Rules

6.1 Exhibitors must comply with the setup and breakdown times communicated by the Organiser.

6.2 Exhibitors are responsible for delivering, installing, maintaining and removing their own displays, equipment and promotional materials unless their package expressly includes these services.

6.3 All equipment and displays must be safe, suitable for the venue and comply with applicable health and safety requirements.

6.4 Exhibitors must comply with all reasonable instructions issued by the Organiser, venue management and authorised safety personnel.

6.5 Electrical equipment, food and drink sampling, demonstrations, large displays and any activity involving additional safety considerations must be approved in advance where required.

6.6 Exhibitors are responsible for ensuring that any electrical equipment they bring to the Event is safe, suitable for use and, where applicable, has been PAT (Portable Appliance Testing) tested.

6.7 Exhibitors must be able to provide evidence of a valid PAT test for electrical equipment brought to the Event. For electrical equipment purchased within the previous 12 months, proof of purchase may be accepted in place of PAT certification. Any electrical equipment for which satisfactory evidence of

PAT testing or proof of purchase cannot be provided will not be permitted to be used at the Event.

6.8 Exhibitors are responsible for leaving their exhibition space in a clean and undamaged condition. The Organiser may recover reasonable costs for damage caused by the exhibitor or their representatives.

7. Insurance and Liability

7.1 Exhibitors are responsible for maintaining appropriate insurance for their business activities and participation in the Event, including public liability insurance where appropriate. Evidence of insurance must be provided upon reasonable request.

7.2 Exhibitors are responsible for their own staff, contractors, equipment, stock, personal belongings and exhibition materials.

7.3 The Organiser is not responsible for loss of or damage to exhibitor property unless caused by the Organiser's negligence or breach of legal duty.

7.4 Nothing in these terms excludes or limits liability for death or personal injury caused by negligence, fraud, fraudulent misrepresentation, or any other liability that cannot lawfully be excluded or limited.

7.5 Subject to clause 7.4, the Organiser's total liability arising out of or in connection with an exhibitor's booking will be limited to the total exhibition fees paid by that exhibitor, except where such a limitation would be unreasonable or unenforceable under applicable law.

7.6 Exhibitors will be responsible for losses, claims or damage arising from their own negligence, unlawful acts or breach of these terms, to the extent permitted by law.

8. Conduct and Promotional Activities

8.1 Exhibitors must conduct themselves professionally and respectfully towards attendees, other exhibitors, venue staff and the Organiser's team.

8.2 Aggressive selling, harassment, discriminatory behaviour, misleading representations or activities that disrupt the Event will not be permitted.

8.3 Exhibitors must not promote unlawful products or services, or conduct activities that are inconsistent with the Event's purpose or applicable venue policies.

8.4 The Organiser reserves the right to require an exhibitor to stop an activity or leave the Event where there is a serious breach of these terms, a safety concern or unlawful conduct. Any refund will be considered in accordance with applicable law and the circumstances of the breach.

9. Careers, Recruitment and Young Visitors

9.1 Exhibitors promoting employment, apprenticeships, education or training opportunities are responsible for ensuring that their recruitment activities and information comply with applicable employment, equality, safeguarding and data protection laws.

9.2 Exhibitors must ensure that any recruitment claims, qualifications, wages, training opportunities or career pathways promoted at the Event are accurate and not misleading.

9.3 Where young people attend the Event, exhibitors must follow the Organiser's and venue's safeguarding arrangements and must not arrange unsupervised activities with minors without appropriate authorisation and safeguards.

9.4 Exhibitors are responsible for obtaining any necessary consent and providing appropriate privacy information when collecting personal information from attendees, including young people.

10. Photography, Marketing and Intellectual Property

10.1 By providing their business logo, description and promotional materials, exhibitors grant the Organiser a non-exclusive, royalty-free licence to use those materials for the purpose of promoting the Event and their participation in it.

10.2 Exhibitors confirm that they have the necessary rights and permissions to provide the materials supplied.

10.3 The Organiser may take photographs and video footage at the Event for marketing and promotional purposes, subject to applicable data protection and privacy requirements.

10.4 Exhibitors must not use Regent Business Club's name, logo or branding in a way that suggests endorsement or a partnership beyond their confirmed participation without prior written consent.

11. Data Protection

11.1 Each party must comply with applicable UK data protection legislation, including the UK GDPR and Data Protection Act 2018, when processing personal data.

11.2 Exhibitors are independently responsible for any personal data they collect from attendees, including business cards, lead forms, recruitment applications, competition entries or electronic scans.

11.3 Exhibitors must provide appropriate privacy information and ensure they have a lawful basis for collecting and using personal data. They must not assume that attendance at the Event constitutes consent to receive marketing.

11.4 Any sharing of attendee information by the Organiser will be subject to the Organiser's Privacy Notice and applicable data protection requirements.

12. No Guarantee of Business Results

12.1 The Organiser will use reasonable care and skill in organising and promoting the Event but does not guarantee attendance numbers, sales, leads, recruitment outcomes or any particular commercial result.

12.2 Any anticipated attendance figures or promotional projections are estimates unless expressly stated otherwise.

13. General

13.1 These Terms & Conditions, together with the completed Booking Form and written booking confirmation, form the agreement between the Organiser and the exhibitor.

13.2 Any amendments must be agreed in writing by the Organiser.

13.3 If any provision is found to be unenforceable, the remaining provisions will continue to apply.

13.4 No person who is not a party to this agreement has any right to enforce its terms under the Contracts (Rights of Third Parties) Act 1999, unless expressly stated otherwise.

13.5 These terms are governed by the laws of England and Wales, and the courts of England and Wales will have jurisdiction over disputes arising from the agreement.

14. Contact

For booking enquiries, cancellations or questions relating to these terms, please contact:

Regent Business Group Ltd

Trading as Regent Business Club

Suite 4, Foundry House, Widnes Business Park, Waterside Lane, Widnes, England, WA8 8GT

steph@regentbusinessclub.co.uk

0151-559-8555