Event Terms and Conditions:

- 1. This is a joint event organised by the High Value Biorenewables (HVB) Network, the Bio-based and Biodegradable Industries Association (BBIA), Biomass Connect and the Biorenewables Development Centre.
- 2. Places are limited and will be allocated on a 'first-come, first-served' basis.
- 3. Please be aware that submission of your registration does not constitute confirmation that a place has been awarded to you. You will receive an email confirmation of your registration. If this does not happen, please check your emails and then contact hvb-network@york.ac.uk.
- 4. The organisers will not be held liable for any costs incurred by you prior to a confirmed place being awarded.
- 5. Full details for delegates, including venue location and delegate list etc will be sent by email approximately 10 days before the event is due to take place.
- 6. Delegates will be responsible for any travel and subsistence costs incurred up to the point of their arrival at the event venue and for their return journey at the end of the event.
- 7. The organisers will not be held liable for costs incurred due to circumstances outside of our control, such as transport delays, late changes in venue availability, or any other restrictions.
- 8. This event is free to attend however, we ask you to bear in mind that it is paid for using public funds. If you cancel your attendance, we may still have to pay for the full cost of your place which is a waste of money that we could have used to support alternative Network initiatives.

Therefore, please take time to consider your availability before applying for a place, and if necessary, seek the permission of your line manager before registering.

- 9. Your registration details will be shared with the organisers, the meeting venue and caterers so that they can process your accommodation, food and any other requirements. A delegate list will be produced for the event, but it will only contain names and organisations. We will not share your email address with other delegates without your permission.
- 10. We aim to assist all participants to access our events. If you have any specific requirements, please contact us in good time before the event and we will do our best to assist you. For specific dietary requirements the venue may not always be able to guarantee availability, but we will do our best to accommodate your needs.
- 11. All participants agree to behave in a respectful manner towards other delegates, HVB staff and venue staff. This is particularly important during discussion sessions so that we can ensure everyone is valued. If you experience any difficulties, please speak to a member of the HVB management.

For all enquiries, please email: hvb-network@york.ac.uk.