

# Exhibitor and Sponsor Booking Terms & Conditions

Issued by ABLE – Effective from 23.11.25

## 1. Booking and Payment

All exhibitor and sponsor bookings must be confirmed in writing via ABLE's online booking form and are subject to full payment in advance of the event.

Failure to make payment prior to the event may result in cancellation of your exhibition space.

In exceptional cases, and at ABLE's sole discretion, an exhibitor may be permitted to exhibit without full advance payment. In such cases, full payment must be made within 7 calendar days of the event.

## 2. Cancellation Policy

### 2.1 Event Cancellation by ABLE

If the event is cancelled due to circumstances beyond ABLE's control (e.g. adverse weather, floods, power outages), exhibitors and sponsors may transfer their booking to a future ABLE event of equivalent value.

No refunds will be issued.

ABLE is not liable for any other costs incurred by exhibitors or sponsors, including (but not limited to) travel, accommodation, display materials, or stand construction.

### 2.2 Exhibitor or Sponsor Cancellation After Booking

Once a booking form has been received and invoiced, and should the sponsor or exhibitor cancel within 30 days of the event and ABLE is unable to resell the stand, cancellation fees will apply as follows, calculated on the stand price:

- 30 days before the event: 20% fee applies
- 20 days before the event: 40% fee applies
- 10 days before the event: 60% fee applies
- 5 days before the event: 100% fee applies

## 3. Health & Safety

Exhibitors must comply with all venue health and safety regulations and provide risk assessments if requested.

A minimum of £5 million Public Liability Insurance is required when booking your stand.

All electrical equipment must have a valid PAT certificate.

Any lifting equipment must have a valid inspection certificate.

## 4. Late Payment – Statutory Charges

Where payment is not received within the agreed terms, ABLE reserves the right to charge interest and compensation in accordance with the Late Payment of Commercial Debts (Interest) Act 1998. This includes:

- Statutory interest at 8% above the Bank of England base rate, calculated daily from the day after payment becomes overdue.
- A fixed compensation charge, based on the invoice amount:
  - £40 for debts up to £999.99
  - £70 for debts from £1,000 to £9,999.99

## 5. Force Majeure

In the event of circumstances beyond ABLE's control (including but not limited to severe weather, floods, or power outages), ABLE reserves the right to cancel, reschedule, or modify the event without liability beyond the terms outlined in this agreement.

## 6. Review of Terms

These Terms & Conditions are subject to periodic review and may be amended by the ABLE Committee. Updates will apply to all new bookings made after any revisions.

## 7. Governing Law

These Terms & Conditions shall be governed by and construed in accordance with the laws of England and Wales.