

Conference Room Hire Terms and Conditions

1. Definitions

The following words and expressions shall have the following meanings unless the context otherwise requires:

Attendees	all persons attending the Event at any time;
Booking	the booking which is the subject of the Booking Agreement;
Booking Agreement	the form provided by DMEL containing details, dates, times of the proposed activities at the Venue for which DMEL's permission is sought and to which DMEL has agreed to;
Booking Period	the period of time to hire the conference rooms and/or space at the University;
Client	the legal or natural person primarily responsible for the submission to DMEL of the Booking Agreement;
Deposit	a proportion of the estimated total of the catering cost and the room hire charge payable to DMEL;
DMEL	De Montfort Expertise Limited (Company Number 02360101) a wholly owned subsidiary company of De Montfort University (the " University ") whose registered office is at Trinity House, The Gateway, Leicester, LE1 9BH;
Duty Manager	the representative at the Event with full authority to act on behalf of DMEL;
Event	the event which is the subject of the Booking Agreement;
Fee	a fee to be agreed in writing between DMEL and the Client and to be paid with any applicable VAT by the Client to DMEL as consideration for permission to hold the Event at the Venue and for ancillary services provided by DMEL;
Named Organiser	the sole point of contact for the Client;
Terms and Conditions University	these room hire terms and conditions; De Montfort University (the " University ") whose registered office is at Trinity House, The Gateway, Leicester, LE1 9BH;
Venue	the conference room and/or space identified by DMEL to the Client within the Booking Agreement for the purposes of the Event;

2. Purpose of the Event

- 2.1 Applications for Venue hire will be accepted only if the nature of the function is considered appropriate by DMEL and in sympathy with the ethos of DMEL. DMEL reserves the right to refuse a Booking.
- 2.2 The Client must fully and fairly represent the purpose for which the Venue is required. Any misrepresentation may result in cancellation of the Event at any time by DMEL.
- 2.3 Under no circumstances may the Client sub-let or further offer for hire any Venue booked.
- 2.4 Planned sponsorship of the Event must be fully disclosed prior to booking and will only be permitted with written agreement by DMEL and as stipulated in the Booking Agreement.
- 2.5 Neither DMEL nor the University endorses or supports the programme and/or content of Events held upon its premises.

3. Booking Procedure

- 3.1 A Booking will be deemed to be provisional until DMEL has received:
 - 3.1.1 A signed copy of these Terms and Conditions acknowledging that the Client has accepted them.
 - 3.1.2 A Deposit as specified in the Booking Agreement, see clause 4.4
- 3.2 Cancellation of a provisional booking may take place by:
 - 3.2.1 the Client at any time by email by notifying dmuconferences@dmu.as.uk.
 - 3.2.2 DMEL if both the Deposit has not been paid and the signed Terms and Conditions have not be returned within fourteen (14) working days of requesting either of them.

4. Payment

- 4.1 All Fees for the Booking will be the charges quoted by DMEL at the time of booking (subject to any adjustment in accordance with these Terms and Conditions) or where no charge is quoted, the charge listed in DMEL's published price list at the date of acceptance of the Client's Booking.
- 4.2 All Fees are subject to Value Added Tax and other government charges at the current rate.
- 4.3 All payments are required in pounds Sterling.
- 4.4 For Bookings under the total value of £250 (two hundred and fifty pounds) excluding VAT, full payment of the Fee will be due immediately to secure a Booking.

- 4.5 For Bookings over the total value of £250 (two hundred and fifty pounds) excluding VAT, a deposit of at least ten (10%) of the overall Booking Fee will be required via debit/credit card or via the DMU online store to secure a Booking. This deposit is non-refundable in the event of a subsequent cancellation more than fourteen (14) working days after it is received.
- 4.6 Time for full payment of the Fee is due within seven (7) working days before the commencement of the Booking Period.
- 4.7 If the Booking is made within seven (7) working days prior to the commencement of the Booking Period, then all Fees will be due immediately to secure a Booking.
- 4.8 If full payment is not received at least seven (7) working days prior to commencement of the Booking Period, DMEL reserve the right to cancel the event.
- 4.9 DMEL reserves the right to charge additional fees where the Event overruns.
- 4.10 The Client agrees to reimburse all expenses incurred by DMEL resulting from the Client's breach of its obligations hereunder including (without limitation) any additional payments to University employees or sub-contractors.

5. Good Order

- 5.1 The right of entry to all parts of the Venue is reserved at all times to DMEL, its officials, employees and any other persons authorised by it.
- 5.2 The Client shall be responsible for ensuring that good order is kept at the Venue and that Attendees conduct themselves in a responsible manner with due consideration to any other Attendee, employee or student of the University and the public and must behave in a way that will or may not constitute a breach of the law or cause a nuisance or be an infringement of any licences held by DMEL.
- 5.3 The Client and Attendees must refrain from any behaviour, which would bring the Venue into disrepute or cause discomfort/risk to others.
- 5.4 The assessment of the conduct of an Event rests with the Duty Manager.
- 5.5 The Client must comply with all reasonable instructions from DMEL and adhere to all policies, processes and procedures. Further details are available on request.
- 5.6 The Client has an obligation to advise all Attendees about the contents of these Terms and Conditions, to give them details and ensure that they comply with them. It is a condition of the Booking that the Client accepts these Terms and Conditions and has made all Attendees who are party to the Event aware of them. DMEL will enforce these Terms and Conditions against Attendees individually where relevant.
- 5.7 DMEL reserves the right to exclude or eject any Attendee from the Event or the University campus, whom it reasonably considers to be objectionable (including any person engaged by the Client to provide entertainment or perform any other duties at the Event), where the safety and security of University employees and students is compromised or where proof of invitation or identification is not provided at the Event. Under such circumstances, the Attendee will leave the University in good order and at his own cost. It will be the responsibility of the Client to make all necessary travel and accommodation arrangements in connection with his departure. The Client shall be liable for any liability arising thereby and shall indemnify DMEL.

6. Venue Access

- 6.1 DMEL will make reasonable endeavours to ensure that the Client, its employees and sub-contractors are permitted to enter the Venue prior to the day of the Event for the purpose of making any operational or spatial planning investigations necessary for the smooth running of the Event, at such dates and times as shall be agreed in advance with DMEL.
- 6.2 All spaces or rooms within the Venue to which the Client has been granted access, including agreed access times, are detailed in the Booking Agreement.
- 6.3 The Client must arrive and vacate by the agreed time, as stated on the Booking Agreement. Failure to adhere to the agreed times may incur additional charges.
- 6.4 Use of the room detailed in the Booking Agreement does not imply any right to use any other part of the University campus for deliveries, storage or any other access except where DMEL has agreed to such use. If this occurs, DMEL will charge additional charges to the Client accordingly.

7. Health and Safety

- 7.1 Prior to the start of the Event, the Client shall provide DMEL with a full risk assessment and any other relevant health and safety documentation reasonably requested by DMEL.
- 7.2 DMEL reserves the right to refuse admission to University premises where the Client fails to provide the risk assessment and/or other health and safety documentation requested.
- 7.3 At the time of booking, the Client must appoint a Named Organiser for the Duty Manager. Changes in the Named Organiser must be agreed by DMU and may incur a charge. The Named Organiser must remain at the Venue throughout the Event to liaise with the Duty Manager to monitor the Event, to deal with any health and safety matters that may occur and to accomplish an orderly departure of Attendees.

- 7.4 It is the responsibility of the Client to ensure all relevant health and safety information is brought to the attention of all Attendees.
- 7.5 The Client is responsible for ensuring that the maximum occupancy figures for the rooms occupied are not exceeded. DMEL reserves the right to stop the Event if the maximum occupancy figures are exceeded.
- 7.6 Naked flames are not permitted in the Venue.
- 7.7 The Client shall notify DMEL immediately on becoming aware of any accident or injury occurring at the Venue. The Client shall provide full details of such safety issues, accidents and incidents and details of any Attendees involved including full name, address, contact number, date of birth, and any other information that is reasonably requested.
- 7.8 No equipment is to be delivered to the Venue without the prior agreement of DMEL. DMEL reserves the right to refuse the delivery of equipment if it is considered dangerous or harmful to the building and contents or to its employees, students or guests. For the avoidance of doubt, the Client shall not allow to be used any gas-supplied heaters, helium balloons, naked flames or anything similar in any part of the Venue.
- 7.9 All electrical equipment brought into the Venue must have a current Portable Appliance Test ("PAT") Certificate which must be evidenced on request. DMEL reserves the right to stop the Event if all electrical equipment does not have a PAT certificate.
- 7.10 At all times the safety of all personnel at the Venue is paramount. Blocking of access routes will not be permitted while setting up or striking down of equipment.

8. Equipment, set-up and staff

- 8.1 No furniture or fittings shall be moved or removed by the Client without DMEL's consent.
- 8.2 All venue dressing must be freestanding, that is, not touch the fabric or contents of the Venue.
- 8.3 Nothing shall be fixed to the floors, walls, ceilings or any other internal or external surface of the premises by means of nails, screws, drawing pins, blue tack, glue or any other means unless agreed by DMEL prior to the Event.
- 8.4 At the end of the Event, or at a time agreed by DMEL in the Booking Agreement subsequent to the end of an Event, the Client shall remove all equipment and effects brought to the Venue. DMEL cannot accept any responsibility for equipment or other effects left at the Venue before or after an Event.
- 8.5 DMEL will take appropriate measures, within its control, to supply lights and equipment in good working order. DMEL agrees to use reasonable endeavours to find a suitable replacement for any equipment hired to the Client which is found to be defective. If a technician is required to assist with sound or lighting, there may be an additional charge.
- 8.6 DMEL agrees to use reasonable endeavours to provide the equipment and perform the services specified in relation to the Event. DMEL does not however accept any liability for any failure to provide equipment or perform services where that failure is beyond the reasonable control of DMEL.
- 8.7 The majority of conference rooms will have an in-built computer and projection system. It is the Client's responsibility to request the appropriate equipment.
- 8.8 The Client agrees to use the equipment belonging to the Venue in a safe manner and return it in good working order. The Client agrees to make good any damage or loss to equipment.
- 8.9 DMEL reserves the right to substitute alternative equipment and/or services where original equipment and/or services are unobtainable or are not able to be used.
- 8.10 DMEL will not accept responsibility for disruption and inconvenience to an Event where sub-standard materials are presented to a technician for projection.
- 8.11 The Client agrees that DMEL will not be responsible for failure to notify speakers or presenters of the minimum acceptable standards, or failure to gain their precise requirements, or for the unforeseen requirements of late arriving speakers, slide or videos.
- 8.12 DMEL does not accept any liability for any loss or damage which arises directly or indirectly out of the use of the equipment or the performance, unless such loss arises from the negligence of DMEL staff. The Client agrees to indemnify DMEL against any claim for any such loss or damage.

9. The Event

- 9.1 The times of the Event are set out in the Booking Agreement.
- 9.2 At least twenty four (24) hours in advance of the commencement of the Event, the Client must supply DMEL with a list of anticipated Attendees, in such cases where DMEL specifically makes a request for this information.

10. End of the Event

- 10.1 The Client will ensure that all Attendees leave the Venue quietly and that no disturbance is caused to other employees, students, residents or businesses as a result of the departure of Attendees from the Event at any time; and that all Attendees leave the Venue within thirty (30) minutes of the

end of the hired period. Failure to comply with the agreed access times as stated on the Booking Agreement may incur additional charges.

- 10.2 The Client will be responsible for leaving the Venue and surrounding area in a clean and tidy condition, free of rubbish and any contents temporarily removed from their usual position properly replaced. Any waste disposed of must be disposed of into general waste or recycling receptacles. DMEL reserves the right to charge an additional payment for the disposal of any waste remaining at the Venue and any consequential cleaning required.
- 10.3 It is the Client's responsibility to ensure that furniture rearranged within the Venue or other University premises is returned to its original layout once the Event has ended.

11. Food and beverages

- 11.1 The sale and/or supply of alcohol is the sole right of DMEL and no exceptions to this will be given. No alcohol of whatsoever description or associated beverages may be brought onto the premises at any time or for any purpose except where the Booking Agreement stipulates otherwise.
- 11.2 Unless prior written permission is given by DMEL, DMEL's designated contractor shall have the exclusive right to sell and/or supply food and/or beverages within the Venue.
- 11.3 Only food and drink that DMEL has provided can be consumed at the Venue or on any other University campus, unless DMEL has granted prior permission for a third party supplier to be used.
- 11.4 Permission to use an alternative caterer will be at DMEL's discretion and subject to passing DMEL's food safety and hygiene audits and supply of insurance certificates.
- 11.5 DMEL shall not be responsible or liable for any aspect of the service provided by third party caterers.
- 11.6 No food may be cooked at the Venue or at any other University premises by the Client.
- 11.7 No food or drink (except water) is permitted in lecture theatres.
- 11.8 A fee to cover vetting, administration and management of an alternative caterer will be applied and detailed on the Booking Agreement.

12. Car Parking

- 12.1 The Client is responsible for ensuring that vehicles using the car parks are driven in a safe manner and are parked in such a way so as not to obstruct access by emergency vehicles.
- 12.2 A maximum of twenty five (25) car parking spaces may be reserved at each Event, subject to prior notification and availability.
- 12.3 All Attendees are required to pay the requisite "pay and display" charge and display a DMU visitor "parking permit" and "pay and display" ticket whilst using the car park between the hours of 7.30am-6.00pm, Monday-Friday.
- 12.4 In exceptional circumstances, permission may be granted to increase the number of car parking spaces. This will be dependent on demand and availability at the relevant time and entirely at DMEL's discretion.
- 12.5 Any vehicles are parked at the owners risk and DMEL accepts no responsibility or liability for the loss or damage under any circumstances.

13. Event Amendments

- 13.1 Any changes to the times of the Event must be requested before a Booking is confirmed. Extensions to hire times incur additional charges. No variation in times will be permitted once an Event has started.
- 13.2 DMEL reserves the right to refuse any request to increase party size; if this results in a cancellation, the cancellation policy below still applies.
- 13.3 Any additional services requested by the Client will incur relevant fees.
- 13.4 Any additional services provided by DMEL with or without consultation of the Client on the grounds of health and safety and security will be charged to the Client.
- 13.5 DMEL reserves the right to use its preferred suppliers or contractors for any services.

14. Evacuation

- 14.1 The Client must ensure safe evacuation of the Venue and premises by all Attendees in the event of a fire alarm or other safety alert.
- 14.2 The University's fire regulations and evacuation procedures are prominently displayed in all buildings and must be read and complied with by all Attendees.
- 14.3 It is the responsibility of the Client to ensure that the emergency evacuation procedures including the location of the fire exits are brought to the attention of all Attendees prior to the start of the Event.
- 14.4 The Client is responsible for holding a list of all Attendees in case of emergency evacuation.

15. Code of Conduct

- 15.1 The Client must ensure that the Event adheres to the University's external speaker policy.
- 15.2 The Client must ensure that the Event adheres to the University's freedom of speech and academic freedom within the University's Code of Practice.

- 15.3 Rooms shall not be booked or arranged in such a way that imposes gender segregation. There are some exceptions, including for acts of collective religious worship, which must be agreed in writing by DMEL in advance of the Booking.
- 15.4 Attendees are not permitted to interfere with any fire safety equipment including but not limited to smoke detectors, fire alarms and fire extinguishers, fire safety blankets and break glass call points. Fire exits and extinguishers are to be kept clear and visible at all times.
- 15.5 Attendees are not permitted to interfere with any locking/door entry mechanisms inside the University premises.
- 15.6 No smoking (including e cigarettes) is permitted inside or within ten (10) metres of University buildings.
- 15.7 The Client shall ensure that no prohibited items including weapons or replica weapons are brought to the Event or onto the University premises at any time during the Booking.
- 15.8 No animals (except for assistance dogs) are permitted inside the University buildings.

16. Safeguarding Policy

- 16.1 The Client is responsible for ensuring that all necessary safeguarding measures are in place for Events with Attendees under the age of 18 years and that the appropriate consent has been obtained from the parent, guardian or carer for such Attendees to attend prior to the event (which can be evidenced on request).
- 16.2 The Client is responsible for ensuring that all its staff and volunteers have completed the appropriate checks to permit them to work with children, in keeping with the guidance provided by the Disclosure and Barring Service.
- 16.3 The Client must ensure that all Attendees comply with the University's safeguarding policy, a copy of which can be sent upon request.
- 16.4 In advance of the Event, the Client must complete a signed declaration and provide evidence in advance of signing the Booking Agreement that it has its own safeguarding arrangements in place to support the University's safeguarding policy.
- 16.5 Where children are present at the Event, they remain the responsibility of their parent/guardian or those acting in loco parentis to ensure their safety and wellbeing at all times. The Client is responsible for ensuring that all activities involving children and young people have more than one adult present.
- 16.6 For activities restricted to Attendees over the age of 18, the Client must ensure that the ID and date of birth for all Attendees are checked prior to admittance. The Client shall be responsible for ensuring that no one under the age of 18 is admitted.
- 16.7 For the avoidance of doubt, DMEL will take reasonable endeavours to ensure that children under the age of 18 are safe whilst on the University campus but neither DMEL nor the University accepts any liability for providing a safe environment for such individuals. Such liability remains with the Client at all times.

17. Licensing

- 17.1 The Client will be responsible for compliance with all licencing regulations relating to the Event and will ensure all appropriate licences including, but not limited to, premises licences, temporary event notices, street trading consents, and performing rights society licences are in place before the Event. DMEL reserves the right to request copies of such licences. Failure to supply such copies may result in breach and termination of the Booking Agreement.

18. Insurance

- 18.1 The Client must maintain an insurance policy against any loss, liability, claim or proceeding incurred by or which may be brought against DMEL or the University in respect of any injury or damage whatsoever to any person or property, arising out of the use and occupation of the property for the sum of £5,000,000 (five million pounds) for public and product liability and for the sum of £10,000,000 (ten million pounds) for employer's liability (where applicable) per any one claim, the number of claims being unlimited.
- 18.2 The Client must ensure any third party suppliers connected to the Event also have sufficient public liability insurance.
- 18.3 The Client shall, at the request of DMEL, produce before the Event a certificate of insurance for inspection by DMEL.
- 18.4 DMEL reserves the right to refuse to accept any booking if evidence of the public liability insurance cover is not acceptable.
- 18.5 The Client shall not do anything which will or might vitiate in whole or in part any insurance effected in respect of the Venue from time to time.

19. Liability

- 19.1 DMEL shall not be liable to the Client by reason of any delay in performing or any failure to perform any of DMEL's obligations in relation to the Booking if such delay or failure is due to any cause beyond DMEL's reasonable control including (without limitation) Government intervention, strikes,

acts of God, local or national disasters or war or any event causing the whole or part of DMEL to be closed to the public.

- 19.2 DMEL does not accept liability for loss or damage to any object, equipment, furniture, stock or other property of any sort brought onto the University premises by the Client or its Attendees howsoever such loss or damage may occur unless it is a direct result of DMEL's negligence. All such property shall remain under the care and control of the Client and is entirely at the Client's own risk.
- 19.3 DMEL shall have no liability to the Client for any consequential loss to the Client arising out of or in connection with the provision of the Booking and the total liability of DMEL for any other loss of the Client shall not exceed the price payable by the Client for the Booking.
- 19.4 The Client shall be fully responsible for the supervision, conduct and behaviour of its staff and Attendees at all times during the Booking Period and shall be liable for any loss or damage caused to the Venue and the property, furnishings, paintings or objects in the Venue by any act or omission of the Client, its sub-contractors or Attendees, and shall pay DMEL on demand the amount required to remedy any such damage.
- 19.5 Nothing in these Terms and Conditions shall operate to exclude or limit either party's liability for death or personal injury.
- 19.6 The Client agrees to indemnify DMEL against all losses, claims, demands, actions, proceedings, damages, costs, expenses or other liability.

20. Cancellation by DMEL

- 20.1 DMEL may cancel or terminate the Booking Agreement, without any refund of costs, and without liability for abortive costs, if;
- 20.2 The Venue or part of the University has to be closed for reasons beyond DMEL's control;
- 20.3 The Client is already in arrears with any payment due to DMEL;
- 20.4 The Booking might, in DMEL's reasonable opinion, prejudice the reputation of the Venue or DMEL;
- 20.5 The conduct and behaviour of the Client or Attendees (whether as individuals or as a group) is deemed by DMEL to be unacceptable, or any activity is deemed inappropriate or may bring DMEL or the University into disrepute. Partial termination could result in a number of Attendees being asked to leave the Venue;
- 20.6 The activity of the Client or Attendees (whether as individuals or as a group) breaches fire, health and safety or any legislation in any way or deemed unsafe for employees students or the public.
- 20.7 The Client is in breach of any of these Terms and Conditions and fails to rectify such breach within seven (7) days of written request so to do by DMEL;
- 20.8 The Client becomes insolvent or enters into liquidation or receivership or is subject to any similar process or is unable to pay its debt within the meaning of Section 123 Insolvency Act 1986 or any statutory modification or re-enactment thereof; or
- 20.9 The Client (being an individual) is adjudicated bankrupt or dies.

21. Cancellation by the Client

- 21.1 Subject to clause 21.2, the Client is entitled to cancel the Booking Agreement in accordance with the provisions of clause 21.4 within fourteen (14) days of signing these Terms and Conditions. In the event that the Client does elect to cancel within this period DMEL will refund the Deposit and Booking Fee, if this has been paid, without undue delay. Refunds may take up to twenty one (21) working days to process.
- 21.2 In the event that the Booking is made within the fourteen (14) day period of the Event then the Client hereby waives its rights of cancellation outlined at clause 21.1 above.
- 21.3 Subject to clause 4.4, in the event of a cancellation by the Client after the fourteen (14) day period outlined in clause 21.1 the following charges will apply:

Cancellation at over 16 weeks prior to event date	10% of total Booking Fee
Cancellation at 8 – 15 weeks	20% of total Booking Fee
Cancellation at 4 – 7 weeks	40% of total Booking Fee
Cancellation at 1 – 3 weeks	60% of total Booking Fee
Cancellation at less than 1 week	80% of total Booking Fee
- 21.4 A confirmed Booking shall only be deemed to be cancelled when DMEL receives and acknowledges written notification of the cancellation from the Client.
- 21.5 In accordance with the cancellation charges set out in clause 21.3, DMEL will refund the necessary amount without undue delay. Refunds may take up to twenty one (21) working days to process.

22. Publicity and Media

- 22.1 The Client will not publish, circulate or distribute any advertisement or publicity material relating to the Event or the location of the Event without obtaining the prior written approval of DMEL for the form and content of such advertisement or publicity material. The Client will ensure that advertising and publicity material for the Event does not imply that the Event is endorsed or organised by DMEL without the prior written approval of DMEL.
- 22.2 The Client will not disclose to any third party the existence of any contract into which it enters with DMEL in any publication whether electronic or in hard copy other than in connection with the

production, circulation or distribution of advertising or publicity material for the Event which shall for the avoidance of doubt require DMEL's consent in accordance with clause 22.1.

- 22.3 The Client will not use or authorise the use of the name DMEL or De Montfort University, its logo or any of its intellectual property without DMEL's prior written permission.

23. Filming and Photography

- 23.1 The Client must obtain prior permission for all photographs, filming and video-taping within University premises.
- 23.2 DMEL reserve the right to photograph and/or otherwise capture images from the Event for use in the University prospectus, course brochures or other publicity material.
- 23.3 DMEL reserve the right to publish information and images from the Event for use on the University's social media platforms to promote the University and/or its services.

24. Data Protection Act and Freedom of Information

- 24.1 DMEL will retain the Client's data in order to deliver the Booking. DMEL will not discuss the Booking or pass details to any third party unless required to do so by law, as a matter of best practice or at the Client's request.
- 24.2 The information provided in the Booking is managed, stored and archived by the University in accordance with the UK Data Protection Act 1998, and the University may store electronically the information and Recordings outside the European Economic Area (EEA).
- 24.3 The Client acknowledges that DMEL may be subject to the requirements of the Freedom of Information Act 2000 and shall assist and cooperate with DMEL to enable DMEL to meet its obligations under this legislation

25. General

- 25.1 The Client acknowledges that no relationship of landlord and tenant is created between the Client and DMEL and that DMEL retains control, possession and management of the Venue and the Client has no right to exclude DMEL from the Venue.
- 25.2 No variation to these Terms and Conditions shall be effective unless agreed in writing and signed on behalf of DMEL and the Client.
- 25.3 Any notices to be given under these Terms and Conditions must be given in writing and delivered personally or sent by pre-paid recorded delivery or registered post or scanned and sent by email to the addresses of the parties stated on the Booking Agreement.
- 25.4 These Terms and Conditions shall prevail over any terms offered by the Client.
- 25.5 This Booking is personal to the Client. The Client may not assign, transfer or sub-contract its rights and/or obligations under these Terms and Conditions without the prior written consent of DMEL.
- 25.6 If the expression the Client includes more than one person those persons shall be jointly and severally liable under these Terms and Conditions.
- 25.7 It is not intended that a third party should have the right to enforce the obligations contained in these terms and conditions pursuant to the Contracts (Rights of Third Parties) Act 1999.
- 25.8 These Terms and Conditions shall be governed and construed in accordance with English law and each party agrees to submit to the non-exclusive jurisdiction of the English Courts as regards any claim or matter arising.

I acknowledge that I have read and received a copy of these Terms and Conditions and agree to abide by them

Signature_____Date_____

Name (please print)_____

Position within Company_____

Company Name_____

For and on behalf of De Montfort Expertise Limited

Signature_____Date_____

Name (please print)_____

Position within Company_____