

Southern Europe Meets Southern England Roadshow: Terms and Conditions for Delegates

By registering your attendance for the Southern Europe Meets Southern England Roadshow on any either of the following dates: 24th February (South East event), 25th or 26th February (South West events), 27th February (East of England event) at the booked venues, you agree to the follow terms and conditions.

1. Participation

- Participation at the Southern Europe Meets Southern England Roadshow is available to UK companies that are currently exporting (invite only from their respective DIT Region), hereafter referred as 'Delegates'.
- Delegates are limited to one contact per company to register on B2Match, unless prior approval has been granted by the relevant DIT Region lead (all contacts are listed in the FAQ's page of B2Match).
- Delegates must register and complete a profile on the B2Match platform to help the process of scheduling meetings with Overseas Commercial Officers.

2. Event Programme

- The Southern Europe Meets Southern England Roadshow programme consists of: one day of prescheduled 1:2:1 networking meeting with Overseas Commercial Officers on one of the following dates - 24th, 25th, 26th and 27th February 2020.
- Dress code: Business attire
- Delegates will be required to access B2Match software in order to schedule meetings with Overseas Commercial Officers.
- Delegates will have the opportunity to attend meetings (maximum stipulated by their region event organiser) with Overseas Commercial Officers during the event.
- Delegates will request meetings with Overseas Commercial Officers (via B2Match) which will be approved by the Overseas Commercial Officers on a first come first served basis. The Seller will be informed via the software (B2Match) if a meeting request is rejected.
- Venue details are annotated on the B2Match platform for each of the dates and locations.

3. Inclusions

- Refreshments will be provided throughout the day.

4. Exclusions

- Delegates are responsible for any travel arrangements at their own cost.
- Delegates will be responsible for transport, safe storage, and presentation of any samples at the event.

5. Communication

- Event communication will be managed via the B2Match platform by the relevant DIT Region lead, you can also contact them on the monitored email addresses below:

South West Region – events@businesswest.co.uk

South East Region – tradeevents@newable.co.uk

East of England Region - diteastevents@mobile.trade.gov.uk

- Delegates will be contacted by their relevant Regional DIT team running the event to provide ratings and feedback.

6. Photography

- GWE Business West Ltd, Newable and Exemplas Trade Services Marketing teams will be present at their specific event. By participating Delegates agree to any photography or footage in which they are featured to be used for publicity purposes, unless notified to the organiser in advance.

7. Cancellation

- Cancellation must be made as soon as possible in writing to your appropriate Region lead:
South West Region – events@businesswest.co.uk
South East Region – tradeevents@newable.co.uk
East of England Regions – diteastevents@mobile.trade.gov.uk
- Cancellation must be made prior to **10th February 2020**.

8. Liability

GWE Business West Ltd, Newable and Exemplas Trade Services shall not in any event be held responsible or liable for failure to perform its obligations hereunder if such failure results from circumstances not under their control.

9. Privacy Statement & terms of business:

- We take your data very seriously and are committed to the privacy and security of it. This service is funded by the Department for International Trade, and your data will be passed to them. Their privacy policy is available at <https://www.gov.uk/government/organisations/departmentfor-international-trade/about/personal-information-charter>.
- Where you provide personal data to us, it is essential that you have the right to give us that personal data, and to allow us to use it as anticipated by the arrangements between us. This includes where the personal data that you are providing relates to people other than yourself. We will rely on you to make sure that you do have those rights. Both we and you will comply with our obligations under all relevant laws and rules on data protection and privacy.
- GWE Business West Ltd, Newable and Exemplas Trade Services are the delivery partners for the Department for International Trade contracts in the South West, South East and the East of England regions.