

CTSI/CIEH Conference: Terms and Conditions

Conference attendance

Full CIEH members can attend for free on the following dates:

- From 14.00 on Wednesday 19 June 2024
- From 9.00 on Thursday 20 June 2024

To attend conference session on Tuesday 18 June 2024 all delegates, including full CIEH members, student members, affiliate members and non-members will have to pay a fee of £195 + VAT per day.

No show fee:

Due to limited delegate places available and places being on a first come first serve arrangement, delegates need to ensure they are available at the time of booking.

As part of the booking process delegates are agreeing to this 'no show' fee of £99 should they not attend on any of the event days they have booked.

Delegates who do not attend on the days they have booked will be invoiced £99 after the event has taken place and will be expected to pay within 30 days of receiving the invoice.

Cancellation of delegate place

All delegates will be able to cancel their delegate place **up to Friday 31 May 2024**. A reminder and confirmation of your place (from CIEH Events Team) will be sent one week prior on **Friday 24 May 2024**

After **Friday 31 May**, delegates will not be eligible to cancel their booking unless they have an extenuation circumstance and where documentation (e.g. doctors/ hospital forms) can be provided. Cancellations after **Friday 31 May** will be at the discretion of CIEH.

Transfer of delegate place

Delegates are able to transfer their delegate place at any time, provided that the transfer is to a full CIEH member only.

Awards Dinner attendance

All full CIEH members can attend the Awards Dinner taking place on the evening of Wednesday 19 June 2024 for a fee of £65 + VAT. Please note refunds and cancellations are not available **AFTER Friday 31 May 2024**.