

## **Terms and Conditions**

By reading this and proceeding with your booking you are agreeing to the terms and conditions stated below.

\*Please note that accommodation rates are room only, exclusive of breakfast. Breakfast charges are to be settled by guests upon departure.

### **Cancellation policy**

Written notice is required for all cancellations. Cancellations received by **22 September 2008** will incur the cancellation fees, as below. After this date, the full registration fee will apply. However, substitutions will still be accepted in writing up until **three working days** before the conference open. For non-attendance of events there will be no refunds and the full fee will still apply. However, full conference materials will be supplied upon request.

### **Cancellation fees**

**Main Conference:** €600 + VAT

**Hotel rooms:** may be cancelled free of charge until **22 September 2008**. After this date, the full accommodation fee will be applied.

### **Payment**

Payment must be settled in full before the conference. An invoice/receipt will be sent to you by post from the IPD Accounts Department.

### **Data protection**

Your name, company and email address may be forwarded once to exhibitors that are contractually linked to IPD for the purpose of setting up meetings during the Property Information Fair. If you do not agree to the use of your details in this way, please indicate this by replying to this email. IPD will not pass your details on to any unrelated third parties.