



UKELA terms and conditions for online purchases

Online events

All online events must be paid for prior to the event at the time of booking. We reserve the right to offer your space to another delegate if payment has not been received by the day prior to the event commencing. Joining details will not be sent to anyone who has not paid.

In person events

All in person events must be paid for prior to the event at the time of booking. We reserve the right to offer your space to another delegate if payment has not been received at least 48 hours* in advance of the event's start date.

Membership

Payment for membership should be completed at the time of registration. Membership is not activated until payment has been received. If you change your mind and wish to cancel your membership please notify us within seven days to obtain a refund.

Cancellation

If you are unable to attend an event you have booked, please let us know at least 48 hours* in advance. Any notification after that time will result in payment still being due. Substitutes are allowed in all instances, but please let us know so we can update our records.

In the event of UKELA having to cancel an event we will refund all registration fees. UKELA is not responsible for any additional incurred costs.

Payment

Payment for all UKELA events and membership renewals is by debit or credit card and should be made at the time of booking. We use a secure system on our website, so you can be assured of your details being kept safe at all times.

If paying by credit card, you additionally have the right to cancel within seven days of your payment or seven days of receipt of payment (whichever is the longer). If

UK Environmental Law Association: better law for the environment

Registered charity 299498, company limited by guarantee in England 2133283
Registered office: One Glass Wharf, Bristol, BS2 0ZX www.ukela.org

President: Rt Hon Lord Carnwath CVO of Notting Hill



you do cancel, you will have your payment refunded. We accept GBP only. Our company details are:

Registered Charity in England and Wales 299498

Company registered in England 2133283

Registered Office: One Glass Wharf, Bristol, BS2 0ZX

We can offer an alternative payment method by exception only. Please [contact us](#) to arrange this

All invoices are available to download within your account

Please note that we will no longer be accepting payment by cheque from 1 January 2021. This is to cut down on unnecessary administration costs to the charity and to help keep staff safe.

*there will be some exceptions to this. Events necessitating more notice such as our Annual Conference will be subject to their own terms and conditions which will be made clear at the time of booking

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