



# Terms and Conditions

The Manchester Luncheon Club

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### Key details

- Policy prepared by: Alan Graham Crossley
- Approved by Committee on: 1/03/2023.
- Updated 1/10/2023 by: Alan G Crossley
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## Overview

### 1. Terms and Conditions

Welcome to our website.

If you continue to browse and use this website, you are agreeing to comply with and be bound by the following terms and conditions of use, which, together with our privacy policy governs Manchester Luncheon Club's relationship with you.

We endeavour to keep the information up to date and correct. We make no representations or warranties of any kind, expressed or implied, about, the completeness, accuracy, reliability, suitability, or availability, products, services, and related graphics contained. Any reliance you place on such information is therefore strictly at your own risk.

Through this website you are able to link to other websites which are not under the control of Manchester Luncheon Club. We have no control over the nature, content and availability of those sites. The inclusion of any links does not necessarily imply a recommendation or that we endorse the views expressed within them.

Every effort is made to keep the website up and running smoothly, however, Manchester Luncheon Club takes no responsibility for, and will not be liable for, the website being temporarily unavailable due to technical issues beyond our control.

**If you disagree with any part of these terms and conditions, please do not use our website.**

## 2.Cancellation

### 2.1 Paid Luncheon Cancellation

Cancellation terms will apply once a completed booking form has been received by Manchester Luncheon Club and payment has been received.

Cancellations are subject to the following conditions:

If you cancel your booking up to **7** days before the Event, then we can issue you with a refund.

If you cancel within the **7** days prior to the Event on the day or do not show up to the Event without prior cancellation, we regret we cannot issue you with credit.

For any Event, we have to finalise the catering with venue providers and are therefore liable for your luncheon booking.

### 2.2 Event cancelled by Manchester Luncheon Club

In the unlikely cancellation of the Event by Manchester Luncheon Club, those who have paid will be offered a full refund.

### 2.3 Donations and Membership Subscriptions

Manchester Luncheon Club are unable to refund subscriptions and donations, except in special circumstances. If you believe that a donation you have made should be refunded, please contact Manchester Luncheon Club at;  
[office@manchesterluncheonclub.org.uk](mailto:office@manchesterluncheonclub.org.uk)

## 3.Payment

### 3.1 Bank Transfer (BACS) **This is the preferred method.**

our bank details are:

Bank: RBS Bank

Sort Code: 16-00-18

Account No: 12169498

If you pay by this method, please confirm by email [office@manchesterluncheonclub.org.uk](mailto:office@manchesterluncheonclub.org.uk) so we may log your transaction promptly.

### 3.2 Cheque

If paying by cheque, please make it payable to **'Manchester Luncheon Club'** and send with your **'booking form'** to the address as detailed on the **'Luncheon Information Flier'**.

### 3.3 Cash

If necessary, we will accept cash payment **for prior booked luncheons only** on the day of the Luncheon at the registration desk.

**Please confirm by email / telephone if you are proposing to pay on the day at the registration desk.**

## 4. Accessibility and other requirements

### 4.1 Venue accessibility

Manchester Luncheon Club aims to hold all its Events in accessible venues, however if you have accessibility requirements, please inform our Honorary Secretary, who will be happy to check that your specific requirements can be met.

### 4.2 Dietary requirements

The catering staff at our venues are happy to cater for special dietary requirements, however we do ask that you let us know **the details on your booking form** to allow them to make the necessary arrangements.

## 5. Programme Changes

### 5.1 Speaker cancellation

Although every effort is made to ensure our speakers appear as advertised, we are unable to guarantee any speaker's attendance. In the event of a speaker being unable to attend we will make every effort to find a suitable replacement and inform participants.

### 5.2 Date change

In the unlikely event that Manchester Luncheon Club need to change the date of an Event, we will notify you as soon as we are aware, and refunds can be arranged if you are unable to attend the Event in question. Manchester Luncheon club is not liable to pay any incurred costs resulting from any postponement or cancellation.

## 6.Consent to filming

In the event that Manchester Luncheon Club photographs its Events by booking a place at an Event you confirm your agreement with the Club that:

You assign to Manchester Luncheon Club the copyright, performers' property rights and all other rights in any photographs of you at the Event for use in all media; and Manchester Luncheon Club may edit or adapt (provided that to do so is not in any way disparaging) any photographs taken, you agree not to exercise any "moral rights" (the rights set out in sections 77 to the Copyright Designs and Patents Act 1988) you may have against Manchester Luncheon Club (or any third parties authorised by Manchester Luncheon Club) in respect of any use Manchester Luncheon Club makes of any photographs of you.

If you do not consent to Manchester Luncheon Club, posting photographs of you on our website then please notify the photographer at the time and email: [publicity@manchesterluncheonclub.org.uk](mailto:publicity@manchesterluncheonclub.org.uk)

## 7.Respect Policy

Manchester Luncheon Club expects that all its activities will be carried out in a respectful way and that harassment in any form will not be tolerated.

If you have any concerns in this area when attending an Event, please inform the Manchester Luncheon Club President.

## 8.Data protection and your personal information

To find out what personal data we collect and how we use it, please view our data protection policy at <https://www.manchesterluncheonclub.org.uk>

