

TERMS & CONDITIONS OF BOOKING

- Delegates may be substituted at any time prior to the workshop/event by emailing <u>enquiries@glasgowwelcomes.com</u>
- Cancellations must be received no later than 5 working days prior to the workshop/event to qualify for a credit note.
- Delegates who sign up to attend a free workshop/event but who fail to attend or who fail to cancel no later than 5 working days prior to the start date will incur a fee of £10+VAT to cover venue / facilitator costs.
- Photography and film of our events may be used by Glasgow Welcomes for publicity purposes. If you do not wish to be photographed or filmed, please advise at time of booking.
- Payment is due in full prior to the workshop/event commencing.

