

Halton Business Awards Terms & Conditions

Entries

1. Only companies based in Halton or Halton Chamber Members can enter the Halton Business Awards.
2. The Halton Business Awards are free to enter.
3. Applicants can enter as many categories as they wish and all categories are open for self-nomination.
4. Any business of any size, trading in any sector can enter.
5. Entries are treated in confidence. They will be shared with a select group of individuals for judging purposes only.
6. The judges' decision is final.
7. Award winners will be announced at the awards dinner.
8. You may be required to attend an interview prior to the Awards Ceremony in support of your application.
9. You will be sent an email confirmation once your application has been received. If you have not had a response within one week of you submitting your application presume it has not been received and please contact Halton Chamber on 0333 358 3480 or info@haltonchamber.co.uk.
10. Applicants must be authorised to enter their organisation into the awards programme.
11. No employee of Halton Chamber of Commerce shall be entitled to enter.
12. Third parties can nominate and make applications on behalf of businesses or individuals, so long as the application is completed fully and accurately, and the business or person nominated is aware of the entry and has corroborated the content in the application form.
13. Entries must be received by no later than the published deadline date.
14. Sponsoring companies are not permitted to enter the category they are sponsoring.
15. All entries must be electronic and submitted via the application form available on the website and returned via email.
16. Halton Chamber reserve the right to withdraw an award from any applicant supplying false information within their entry. Judges reserve the right to audit any information supplied.
17. Please ensure the business name is stated on your entry form as you would like to see it appear on printed materials and engraved award should you become a winner.
18. By entering the competition, applicants agree that their data will be held on the Halton Chamber of Commerce database and website unless they request deletion.
19. The judges reserve the right to broaden the entry categories if there are insufficient entries in any category. They also reserve the right to move applicants from one category to another if they believe it to be appropriate.
20. The organisers reserve the right to change the judging deadlines should circumstances necessitate.
21. If a category receives entries but the judging panel determines that none meet the required standard, the Chamber may decide not to present an award in that category.
22. We reserve the right to change these terms and conditions at any time, including changing any of the dates, award categories or venue at any time and without liability to any party.
23. By completing and submitting an entry for the awards you agree to these terms and conditions.

Ticket Purchasing

1. All bookings must be paid for in full within seven days of the invoice date or before the date of the Awards Ceremony, whichever is sooner.
2. All shortlisted businesses will receive one complimentary ticket for each category they are shortlisted in. Further tickets can be purchased via the website or email.
3. Payment can be made using a debit or credit card or by bank transfer.
4. Any discounts or offers advertised for the event (such as "Early Bird" offers) may be time limited and/or subject to availability.
5. Unless otherwise stated, all prices shown are exclusive of VAT. VAT will be charged to the participant or delegate at the standard UK rate.

Sponsorship Fees and Payment Terms

1. The sponsor will pay the agreed sponsorship fees in full, to Halton Chamber.
2. Instructions for payment will be indicated on all invoices which will be issued to the sponsor by the event organiser. Payment can be made by bank transfer or debit/credit card by telephone.
3. Sponsorship is confirmed only upon receipt of a signed agreement or written confirmation from the Sponsor.
4. Payment is due within 30 days of invoice unless otherwise agreed in writing. Where sponsorship is confirmed within 30 days of the Event, payment is due immediately.
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6. Sponsorship benefits will not be activated until payment has been received in full.
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8. Failure to pay within the agreed timeframe may result in withdrawal of sponsorship benefits, removal of branding from promotional materials and/or reallocation of the sponsorship package to another organisation.
9. All sponsorship fees are non-refundable once the agreement is confirmed.
10. If the Sponsor cancels for any reason, the full sponsorship fee remains payable.
11. If the Chamber is required to postpone or materially alter the Event, the sponsorship will automatically transfer to the rescheduled date or revised format.
12. If the Event is cancelled entirely, the Chamber will offer either:
 - a. A transfer of sponsorship to another Chamber event, or
 - b. A partial refund, minus any costs already incurred in delivering sponsorship benefits.
13. Unless otherwise stated, all prices shown are exclusive of VAT. VAT will be charged to the participant or delegate at the standard UK rate.



14. The Sponsor must provide logos, artwork, and promotional materials by the deadlines communicated by the Chamber.
15. All materials must comply with Chamber branding, safeguarding, and legal standards.
16. The Sponsor must not engage in any activity that may bring the Chamber or the Event into disrepute.
17. The Chamber will deliver the sponsorship benefits outlined in the agreed package.
18. The Chamber will use reasonable care to ensure accurate representation of the Sponsor's brand across promotional materials.
19. The Chamber reserves the right to adjust event programming, schedules, or promotional activity where operationally necessary.
20. The Chamber accepts no liability for loss, damage, or costs incurred by the Sponsor in connection with the Event.
21. The Chamber's total liability shall not exceed the sponsorship fee paid.
22. The Chamber reserves the right to withdraw a category from the Awards programme for that year, merge a category with another suitable category, or reallocate the sponsorship to an alternative category of similar profile and value.
23. No refunds or partial refunds will be issued where a category is withdrawn, merged or reallocated due to insufficient entries or quality of entries.
24. The Sponsor agrees that the Chamber's decision regarding category viability, judging standards and award allocation is final.

Cancellation Policy

1. If the organiser cancels the event, the organiser will endeavour to reschedule the event to take place within 12 months of the original event date.
2. In the event of force majeure, the event organiser may cancel, amend the date of the event or change the venue or otherwise alter the event. Should the event be cancelled, curtailed or adversely affected by any cause not within the reasonable control of the event organiser including but not limited to any of the force majeure events as identified in the following paragraph, the event organiser shall be under no obligation to refund all or part of the sums paid by the sponsor in respect of their participation in the event. The event organiser shall be under no liability to the sponsor or any other person in respect of any actions, proceedings, claims, demands, losses (including consequential losses), costs or expenses whatsoever which may be brought against or suffered or incurred by the sponsor or any other person as the result thereof.
3. Causes beyond the organiser's reasonable control include, without limitation, any of the following: act of God, governmental act, war, fire, flood, explosion, civil commotion, armed hostilities, act of terrorism, death, revolution, blockade, embargo, strike, lock-out, sit-in, industrial or trade dispute, adverse weather, disease, risk to public health, accident to or breakdown of plant or machinery, shortage of any material, labour, transport, electricity or other supply, regulatory intervention, general advice or recommendation of any government (including any government agency or department), regulatory authority or international agency against travel, events and/or public gatherings, or the venue becomes unavailable and/or unfit for occupancy and/or cancellation by a third-party controlling body, venue owners, and any contractor, sub-contractor or lease holder to the event to which the invoice relates ("force majeure").
4. If you (or if any of the attendees you booked) cannot attend the Awards Ceremony we may allow a substitute attendee at our discretion and provided the request is made no later than 72 hours prior to the Awards Ceremony.
5. All ticket sales are final, Halton Chamber will automatically move your ticket booking to the new date if the event is rescheduled. Only in the event of cancellation will a refund be considered. You must apply for a refund within a reasonable time.
6. Halton Chamber reserve the right to change the Awards Ceremony presenter or any other performers and do not guarantee the attendance of any guest. Halton Chamber will not be responsible for any offence caused by presenters, performers or any guests.
7. If the event is cancelled, rescheduled or significantly relocated, we will use our best efforts and reasonably endeavour to notify you once the information is made available to us using the contact details you provide during purchase.

Attending the Awards

1. Costs incurred from travel or accommodation are not included in the booking fee and are the responsibility of the delegate.
2. Video recording and photographs may be taken at the Awards Ceremony. By purchasing a ticket to the Awards Ceremony and/or attending the Awards Ceremony you give your express consent to be included in such filming, all rights will be owned by Halton Chamber. You also agree that any such footage may be used by Halton Chamber in any media for any purpose at any time.
3. Images may be used for promotional purposes indefinitely and cannot be revoked after publication.
4. If an attendee brings any property to the venue, they do so at their own risk. We are not responsible for any loss and/or damage to such property. If an attendee is using car parking facilities at the venue, they do so entirely at their own risk. We do not accept any responsibility for any loss and/or damage resulting from their use of such car parking facilities.
5. Liability is limited to what is required by law and attendees participate at their own risk.
6. If there are any specific requirements due to a disability, food allergies or for any other reason (a "Special Requirement"), please email us as soon as possible and in any event, no less than seven days before the Awards Ceremony.
7. All attendees, sponsors, guests and participants are expected to conduct themselves in a professional, respectful and responsible manner throughout the Event.
8. The event organisers reserve the right, at its absolute discretion, to refuse entry to, or remove from the premises, any individual whose behaviour is:
 - a. Disruptive, abusive or threatening
 - b. Intoxicated or otherwise impaired
 - c. In breach of venue rules, safeguarding expectations or Chamber/venue policies
 - d. Likely to cause damage, distress or reputational harm
 - e. Considered inappropriate or unsafe by Chamber staff or venue security/staff
9. Where removal occurs under this clause, no refund or compensation will be provided.
10. The Chamber may involve venue security or emergency services where necessary to protect the safety and wellbeing of attendees, staff and volunteers.
11. By attending the Awards Ceremony, you agree to comply with all Government directions, orders and regulations relevant to attending live events, which may be in place at the time of the event.

If you have any questions or require any further information please email info@haltonchamber.co.uk or call 0333 358 3480.

