



**21 SEPTEMBER 2023**

London Hilton on Park Lane, UK

## **Booking Conditions**

Please note that individual ticket bookings of 3 or more made within 14 days of the Awards cannot be guaranteed to be seated together. Please contact [pca@step.org](mailto:pca@step.org) for further information.

By ordering tickets to the event you grant permission to be contacted at a later date by the STEP Awards Team to request the details of your guest. Please note that the guest information provided will be included in the attendee list on the evening and shared with contracted sponsors. This will only include First name, Surname, Company and Country.

## **Cancellations**

To guarantee admission, payment must be received prior to the event. STEP regrets there can be no refund should you cancel after **Thursday 10 August 2023**. All cancellations must be received in writing. If you have not received an acknowledgement before the event, please telephone us to make sure we have received your booking on +44 (0)20 3 752 3700. It is regretted that cancellations made after this time will not be accepted and the full ticket price will be liable.

## **Disclaimer**

In the event that STEP postpones the Event, any payment that has been made to STEP as at the date of postponement will be credited towards the rescheduled date. If the attendee is unable to attend the rescheduled Event date or if STEP cancels the Event indefinitely, the attendee shall be entitled to receive 100% refund of all sums paid to STEP.

Attendees are advised to take out appropriate travel insurance. STEP shall not be responsible for any loss or damage as a result of substitution, alteration, cancellation or postponement of an Event due to an event of force majeure, unforeseen occurrence or any other event that renders performance of this event inadvisable, illegal, impracticable or impossible. For purposes of these Booking Conditions an event of force majeure shall include, but shall not be limited to: adverse weather, government restrictions and/or regulations; war or apparent act of war; terrorism or apparent act or threat of terrorism; disaster; civil disorder; disturbance and/ or riots; curtailment, suspension and/or



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restriction on transportation facilities/means of transportation; or any other emergency or circumstances outside a party's reasonable control.

### **COVID-19 Disclaimer**

The government has removed remaining domestic restrictions in England. There are still steps you can take to reduce the risk of catching and spreading COVID-19:

- Get [vaccinated](#)
- Let fresh air in if meeting others indoors.
- Practise good hygiene:
  - wash your hands
  - cover your coughs and sneezes
  - clean your surroundings frequently
- Wear a face covering or a face mask.

By participating in this event, you are confirming that you:

- Follow any relevant guidance provided by your local health authority regarding travelling from a country to another, exposure, testing, and quarantine related to COVID-19. [Click here](#) for guidance on travelling to England from another country during COVID-19;
- Check for [symptoms of COVID-19](#) before travelling to the event. If you have one or more of these symptoms, please stay at home and avoid contact with other people.
- Adhere to any relevant COVID-19 safety measures in place at the event, including observing directions given by staff members.

Please note that the requirements are subject to change if regulations are changed by the UK Government.