

This Order is subject to the Terms & Conditions. Defined terms used in this Order shall have the meanings set out in the Conditions. By signing this Order, you confirm that you have read and accept the Terms and Conditions, which are incorporated into this Order in full.

COMMERCIAL PARTNERS TERMS AND CONDITIONS

1 INTERPRETATION

1.1 In these Conditions, the following definitions apply:

“Commercial Partner” – the company specified in the Order who will provide sponsorship and/or book a virtual exhibition stand or may otherwise commercially support the Event;

“Commercial Partner Attendees” – those employees, agents and representatives of the Commercial Partner who are to attend the Event;

“Commercial Partner Material” – all documents, information and materials provided to Hand Media International Limited by the Commercial Partner;

“Commercial Partner Package” – the benefits package received by the Commercial Partner set out in the Order;

“Conditions” – these terms and conditions as amended from time to time;

“Contract” – the contract between Hand Media International Limited and the Commercial Partner for the supply of the Services in accordance with these Conditions;

“Event” – the event set out in the Order;

“Event Digital Platform” – the digital platform used by Hand Media International Limited to facilitate and deliver the Event;

“Event Literature” – has the meaning given to it in clause 4.1.5:

“Event Material” – all documents, information, presentations and materials created by or on behalf of Hand Media International Limited in connection with the Event;

“Fee” – the sum payable to Hand Media International Limited by the Commercial Partner for the sponsorship, virtual stand booking or other commercial support of the Event, as set out in the Order;

“Force Majeure Event” – an event beyond the reasonable control of Hand Media International Limited including but not limited to strikes, lock-outs or other industrial disputes (whether involving the workforce of Hand Media International Limited or any other party), failure of a utility service or transport network, act of God, pandemics, war, riot, civil commotion, national emergency, terrorism, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, fire, flood, storm or default of suppliers or subcontractors;

“IPR” – (Intellectual Property Rights) patents, rights to inventions, copyright and related rights, trade marks, business names and domain names, rights in get-up, goodwill and the right to sue for passing off, rights in designs, database rights, rights to use, and protect the confidentiality of, confidential information (including know-how), and all other intellectual property rights, in each case whether registered or unregistered and including all applications and rights to apply for and be granted, renewals or extensions of, and rights to claim priority from, such rights and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world

“Order” – the Commercial Partner’s order form for the supply of the Services and attached to these Conditions;

“Services” – the services to be supplied Hand Media International Limited to the Commercial Partner, comprising the delivery of the Commercial Partner Package at the Event;

“Total Fee” – the total amount payable by the Commercial Partner pursuant to this Contract, being the sum of the Fee, any additional related charges plus VAT (or any other applicable taxes);

“Hand Media International Limited” – Hand Media International Limited, a company registered in England and Wales with registration 10785426 and registered office at Goldings Elphicks Farm Water Lane Hunton Maidstone ME15 0SG, United Kingdom;

“Hand Media International Limited” – all documents, information and materials provided Hand Media International Limited to the Commercial Partner for the Event.

2 INTRODUCTION

- 2.1 The Event is organised and managed by Hand Media International Limited, a company registered in England and Wales with registration 10785426 and registered office at at Goldings Elphicks Farm Water Lane Hunton Maidstone ME15 0SG, United Kingdom;
- 2.2 These Conditions and the Order to which they are attached (together the “Contract”) set out the terms on which the Commercial Partner agrees to provide Event sponsorship.

3 COMMERCIAL PARTNER PACKAGE

- 3.1 Subject to clause 3.4, Hand Media International Limited will provide the Commercial Partner Package at the Event.
- 3.2 Where a package includes a promotion of the Commercial Partner Material in marketing and advertising materials, the Commercial Partner undertakes to provide the Commercial Partner’s Material to Hand Media International Limited before the (reasonable) date specified by Hand Media International Limited as the deadline for the provision of such materials.

- 3.3 The Commercial Partner (or companies associated with the Commercial Partner) agrees and undertakes not to invite confirmed Event delegate attendees to social and/or networking activities which conflict with Hand Media International Limited's schedule of social and/or networking activities during the Event.
- 3.4 If for any reason, Hand Media International Limited is unable to deliver any element of the Commercial Partner Package, Hand Media International Limited will inform the Commercial Partner as soon as reasonably practicable and Hand Media International Limited may substitute comparable alternative benefits without any liability to the Commercial Partner.

4 COMMERCIAL PARTNER OBLIGATIONS

4.1 The Commercial Partner undertakes:

- 4.1.1 to support the Event through appropriate marketing and promotional channels and to collaborate with Hand Media International Limited on any appropriate joint marketing or promotional projects relating to the Event;
- 4.1.2 to send the agreed names and number of Commercial Partner's Attendees to Hand Media International Limited at least three months prior to the Event, or within 14 days of the signing of the Order if the Order is signed less than three months prior to the Event;
- 4.1.3 to procure that the Commercial Partner's Attendees will be available to be contacted via the Event Digital Platform for the duration of the Event;
- 4.1.4 to adhere to the rules and conditions imposed by Hand Media International Limited (and any terms and conditions of the Event Digital Platform, subject to the Commercial Partner having been made aware of such rules and conditions), including, but without limitation, any and all conditions of sale applicable to tickets for the Event;
- 4.1.5 prior to distributing or posting any promotional materials referencing the Event and/or using the Event Material (the "Event Literature"), to provide copies of the Event Literature to Hand Media International Limited for its approval (not to be unreasonably withheld);
- 4.1.6 that it shall not distribute (by electronic means or otherwise) any Event Literature until it has received written confirmation from Hand Media International Limited that the Event Literature is approved. The Commercial Partner is solely responsible for meeting all costs relating to the Event Literature (including reprinting costs if Hand Media International Limited approval is not obtained prior to printing);
- 4.1.7 that any Event Literature will:
 - (a) comply, without limitation, with all relevant laws and regulations in force that relate to the delivery of the Event
 - (b) comply with any instructions or directions issued by or on behalf of Hand Media International Limited;
 - (c) not contravene any applicable law, infringe the rights of any third party or contain any offensive material

(d) include any legal or good practice notices as required by Hand Media International Limited from time to time, and in the event that such Event Literature contravenes this clause 4.1.7 (“Unauthorized Material Hand

Media International Limited shall have the right to require the Commercial Partner to remove the

Unauthorized Material

immediately from the Event Digital Platform;

4.1.8 to comply promptly with all reasonable instructions and directions issued by or on behalf of Hand Media International Limited in connection with the Event and its promotion (including, without limitation, any instructions or directions given in relation to the use of the Event Digital Platform); that it shall not do, or omit to do, (and the Commercial Partner shall procure that none of its employees, agents or contractors shall do, or omit to do) anything which may: (i) bring the Event or the other party into disrepute; (ii) disparage the Event or Hand Media International Limited; (iii) damage Hand Media International Limited’ goodwill associated with the Event; or (iv) be otherwise prejudicial to the image and/or reputation of the Event or Hand Media International Limited; and

4.1.9 it shall not engage in joint promotions with any third party in relation to the Event without the prior written consent of Hand Media International Limited.

4.2 The Commercial Partner undertakes to procure that the Commercial Partner’s Attendees shall be appropriately qualified for the Event and shall conduct themselves in a proper and professional manner at all times.

4.3 The Commercial Partner hereby agrees to any content created from the workshops, showcases, presentations or other thought leadership opportunities at the Event being made available for the Event Digital Platform, Hand Media International Limited online resource center, event promotion and additional use as appropriate.

5 Hand Media International Limited OBLIGATIONS

5.1 Hand Media International Limited shall:

5.1.1 provide the Services with reasonable skill and care;

5.1.2 provide training on the use of the Event Digital Platform for the Commercial Partner Attendees at an agreed time prior to the date of the Event;

5.1.3 notify the Commercial Partner of the promotional material that the Commercial Partner may display within the Event Digital Platform;

5.1.4 provide notice of any material Event itinerary changes to the Commercial Partner as soon as reasonably practicable;

5.1.5 market the involvement of the Commercial Partner at the Event, providing pre -Event publicity and brand awareness for the Commercial Partner;

5.1.6 use reasonable endeavors to connect the Commercial Partner and other attendees of the Event, in accordance with the Commercial Partner Package;

- 5.1.7 subject to and only with the attendees' consent, in accordance with the Commercial Partner Package, provide the Commercial Partner with the details of delegates that they have been matched with or who are confirmed as attending their pre-arranged meetings or other agreed sessions as soon as reasonably practicable; and
- 5.1.8 subject to and only with the attendees' consent, in accordance with the Commercial Partner Package, provide the Commercial Partner with access to attendees via the Event app or the Event Digital Platform (as may be applicable) for the duration of the Event.
- 5.2 The itinerary of the Event is created by Hand Media International Limited, which shall be entitled to amend such itinerary as it deems reasonably necessary from time to time either before or during the Event.

6 CHARGES AND PAYMENT

- 6.1 In consideration of the Services, the Commercial Partner shall pay to Hand Media International Limited the Fee.
- 6.2 If the Fee is not received by Hand Media International Limited when due, Hand Media International Limited reserves the right not to supply, or to cease to supply, any or all of the Services.
- 6.3 No marketing services shall be supplied to the Commercial Partner, including but not limited to digital promotion, until payment has been made in accordance with the payment terms as set out in the Order Form.
- 6.4 Commercial Partner must have made payment in full before Commercial Partner will be permitted to set up its profile in the Event Digital Platform. No firm organization not assigned exhibit space within the Event Digital Platform will be permitted to solicit business from a Commercial Partner's exhibit space on the Event Digital Platform.
- 6.5 Full payment of the Total Fee shall be payable immediately upon signature of the Order in accordance with the payment terms as set out in the Order Form.
- 6.6 The Total Fee is exclusive of any applicable sales tax (including, but not limited to, VAT) which shall be additionally paid by the Commercial Partner at the prevailing rate.
- 6.7 Without prejudice to any other rights and remedies available to Hand Media International Limited, if the Commercial Partner has not provided full payment of the Total Fee in accordance with this Clause 6, Hand Media International Limited shall be entitled to charge interest on any outstanding amounts at the rate of 4% per annum above the base rate of HSBC Bank Plc, as varied from time to time. Interest shall accrue daily, from the due date for payment to the date of actual payment and shall be compounded quarterly.
- 6.8 The Commercial Partner shall pay all amounts due under the Contract in full without any set-off, counterclaim, deduction or withholding except as required by law.

6.9 In the event that Hand Media International Limited receives an overpayment from the Commercial Partner under the Contract, Hand Media International Limited shall notify the Commercial Partner in writing of the overpayment and provide the Commercial Partner with a cheque for the amount of the overpayment. Should the cheque tendered by Hand Media International Limited not be cashed by the Commercial Partner by the 18-month anniversary of the date that Hand Media International Limited notified the Commercial Partner of the overpayment, then Hand Media International Limited shall be entitled to retain the amount of the overpayment.

7 IPR

- 7.1 All IPR arising in the Hand Media International Limited Material (including the Event name, brochure, CD-ROM, program and any other Hand Media International Limited documentation) shall be solely and exclusively owned by Hand Media International Limited, together with any goodwill therein, and the Commercial Partner shall not acquire any rights in the Hand Media International Limited Material.
- 7.2 All IPR arising in the Commercial Partner Material shall be solely and exclusively owned by the Commercial Partner, together with any goodwill therein, and Hand Media International Limited shall not acquire any rights in the Commercial Partner Material. The Commercial Partner hereby grants to Hand Media International Limited a royalty free, non-exclusive, worldwide license to use the Commercial Partner Material for the purposes of the Event only.
- 7.3 All IPR arising out of or in connection with the Event (including but not limited to any rights accruing in the Hand Media International Limited Material) shall be owned by Hand Media International Limited.
- 7.4 The Commercial Partner shall not use any trademark, trade name, logo, symbol or device of Hand Media International Limited or the Event without the prior written consent of Hand Media International Limited and then only in relation to the Event.
- 7.5 The Commercial Partner shall indemnify Hand Media International Limited and keep Hand Media International Limited indemnified from and against all claims, damages, losses, costs (including all reasonable legal costs), expenses, demands or liabilities arising out of a claim that Hand Media International Limited use of the Commercial Partner's IPR in accordance with the Contract (including without limitation the Commercial Partner Material) infringes any IPR of any third party.
- 7.6 Neither party shall knowingly do, or cause, or permit anything to be done, which may prejudice or harm or has the potential to prejudice or harm the distinctiveness or reputation of the other party's IPR or do anything which will or may affect any registration of the other party's IPR.

CANCELLATION AND POSTPONEMENT

- 7.7 Notwithstanding any other provision of the Contract, Hand Media International Limited shall be entitled to change the Event Digital Platform or cancel the Event upon providing not less than 7 days' written notice to the Commercial Partner.
- 7.8 If Hand Media International Limited cancels the Event, the Commercial Partner shall be entitled to an alternative sponsorship package of comparable standard and benefits at another Hand Media International Limited event, provided that the date of such other event is not more than 12 months from the date of cancellation of the Event. If for any reason Hand Media International Limited is unable to provide such an alternative sponsorship package, the Commercial Partner shall be entitled to a full refund of any payments made by the Commercial Partner to Hand Media International Limited (minus any reasonable costs already incurred by Hand Media International Limited in respect of delivery of any part of the Commercial Partner Package). The entitlements in this clause are in full and final satisfaction, and Hand Media International Limited shall have no other liability of any nature whatsoever to the Commercial Partner arising out of or in connection with any such cancellation.
- 7.9 If the Commercial Partner notifies Hand Media International Limited that it wishes to cancel its sponsorship, virtual exhibition stand or other commercial support of the Event, it will still remain liable to pay to Hand Media International Limited the Total Fee and any fees paid to Hand Media International Limited under this Contract will be non-refundable.

8 TERM AND TERMINATION

- 8.1 This Contract shall take effect on the date that the Commercial Partner signs the Order and shall continue until completion of the Event, unless terminated early in accordance with its terms.
- 8.2 Either party has the right at any time to terminate this Contract immediately by giving written notice to the other in the event that the other:
- 8.2.1 has committed a material breach of any of its obligations under this Contract (and material breach includes failure to pay any amounts due under this contract); or
 - 8.2.2 ceases or threatens to cease to carry on business, is unable to meet its debts as they fall due, has an order made or a resolution passed for its winding-up, has an administrator, receiver or manager appointed, makes any arrangement or composition with its creditors, or makes an application for the protection of its creditors in any way.
- 8.3 Termination of this Contract by either party for any reason shall be without prejudice to any rights or obligations that may have accrued as at the date of such termination. Upon termination of this Contract by Hand Media International Limited in accordance with this Clause 9, all outstanding sums owing to Hand Media International Limited at the date of termination shall become due and payable without deduction or set-off.

8.4 Upon expiry or termination of this Contract, the parties agree that:

- 8.4.1 Hand Media International Limited 'obligations to provide any further Services shall cease;
- 8.4.2 the Commercial Partner shall destroy or return (at its own cost) any Event Literature and Event Material.

9 INSURANCE LIABILITY

9.1 It is a condition of this contract that Commercial Partners arrange adequate insurance to protect themselves and others being involved in the Event.

9.2 For the avoidance of doubt, Hand Media International Limited and the supplier of the Event Digital Platform will not be responsible for any loss or damage whatsoever sustained by Commercial Partner by reason of any failure or defect of the Event Digital Platform caused as a result of fire, storm, tempest, lightning, national emergency, war, labour disputes, strikes or lock outs, civil disturbances, explosion, inevitable accident, force majeure, or any other cause not within the control of Hand Media International Limited or the supplier of the Event Digital Platform whether ejusdem generis or not, for any loss or damage occasioned, if by reason of the happenings of any such event, the opening of the Event is prevented or postponed, or delayed or abandoned, or the Event Digital Platform becomes wholly or partially unavailable for the holding of the Event.

9.3 Commercial Partner agrees that Hand Media International Limited shall not be liable in the event of any errors, omission or defects in the Event Digital Platform or in any official directory listing or in any promotional activities.

9.4 Hand Media International Limited makes no representations or warranties with respect to the performance, stability or functionality of the Event Digital Platform or the number of attendees or the demographic nature of such attendees.

11 LIMITATION OF LIABILITY

11.1 Nothing in these Conditions shall limit or exclude either party's liability for:

- 11.1.1 death or personal injury caused by its negligence, or the negligence of its employees, agents or subcontractors;
- 11.1.2 fraud or fraudulent misrepresentation; and
- 11.1.3 any other liability which cannot be excluded or limited by applicable law.

11.2 Subject to clause 11.1: Neither party shall under any circumstances whatsoever be liable to each other, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, for any indirect, special or consequential loss or damage; any loss of data; any loss of sales; any liability for punitive or aggravated damages; any loss of business opportunity; any loss of actual profit, interest, revenue or anticipated savings or any damage to goodwill or reputation arising under or in connection with the Contract; and

Each party's total liability to each other in respect of all other losses arising under or in connection with the Contract, whether in contract, tort (including negligence), breach of statutory duty, or otherwise, shall in no circumstances exceed the total amount of the Total Fee.

10.3 Hand Media International Limited shall not be liable to the Commercial Partner as a result of any delay or failure to perform its obligations under this Contract arising as a result of or in connection with a Force Majeure Event or any failure of the Event Digital Platform or any failure by the Commercial Partner to comply with its obligations under the Contract.

10.4 Hand Media International Limited shall not be liable or responsible in any way for any loss of connectivity to the Event Digital Platform or loss of accessibility to any functionality in part or in whole to the Event Digital Platform during the Event.

10.5 This clause 11 shall survive termination of the Contract.

12 CONFIDENTIALITY

12.1 Each party shall treat in confidence all information obtained from the other pursuant to this Contract that is confidential in nature (which shall include details of the Total Fee) and shall use such confidential information solely for the purpose of exercising its rights or performing its obligations under this Contract.

12.2 Each party shall only disclose such confidential information: (i) to those of its employees who may reasonably need to know the same to the extent required for the proper performance of this Contract; and (ii) to the extent that such confidential information is required to be disclosed by law.

13 DATA PROTECTION & PRIVACY

The Commercial Partner consents to Hand Media International Limited holding and processing data relating to the Commercial Partner and/or to the Commercial Partner Attendees for administrative and legal purposes. Hand Media International Limited will process and use this data in line with the Hand Media International Limited Privacy Policy, but Commercial Partner will remain the data owner and such data will only be used by Hand Media International Limited in relation to events. In any instances where Commercial Partner uses systems we may provide to register, market and invite customers, guests and other relevant people to the event, Commercial Partner must ensure that it has the correct permissions to contact these individuals in line with its own GDPR policy and that Commercial Partner remains the data controller. The personal data which the Commercial Partner provides to Hand Media International Limited shall be processed, stored and transferred in accordance with the terms of Hand Media International Limited privacy policy, which can be found at privacypolicy/hand-media.com

14 GENERAL

- 14.1 The Commercial Partner acknowledges that it has not relied on, and shall have no remedy in respect of, any statement, representation, warranty, understanding, promise or assurance (whether negligently or innocently made) of any person other than as expressly set out in this Contract (save that this shall not apply so as to limit or exclude either party's liability for fraud).
- 13.2 This Contract contains the entire agreement and understanding between the parties and supersedes all prior agreements, understandings or arrangements (oral or written) relating to the subject matter of this Contract.
- 14.3 Hand Media International Limited may at any time assign, transfer, mortgage, charge, subcontract or deal in any other manner with all or any of its rights under the Contract and may subcontract or delegate in any manner any or all of its obligations under the Contract to any third party.
- 14.4 The Commercial Partner shall not, without the prior written consent of Hand Media International Limited, assign, transfer, charge, subcontract or deal in any other manner with all or any of its rights or obligations under the Contract.
- 14.5 Any notice or other communication given to a party under or in connection with this Contract shall be in writing, addressed to that party at its registered office (if it is a company) or its principal place of business (in any other case) or such other address as that party may have specified to the other party in writing in accordance with this clause, and shall be delivered personally or sent by prepaid first-class post or other next working day delivery service, or by commercial courier, or email.
- 14.6 A notice or other communication shall be deemed to have been received: if delivered personally, when left at the address referred to in clause 13.5; if sent by pre-paid first class post or other next working day delivery service, at 9.00 am on the second business day after posting; if delivered by commercial courier, on the date and at the time that the courier's delivery receipt is signed; or, if sent by email, one business day after transmission.
- 14.7 The notice provisions of this clause shall not apply to the service of any proceedings or other documents in any legal action.
- 14.8 If any provision or part-provision of the Contract is or becomes invalid, illegal or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision or part-provision shall be deemed deleted. Any modification to or deletion of a provision or part-provision under this clause shall not affect the validity and enforceability of the rest of the Contract.

- 14.9 A waiver of any right under the Contract or law is only effective if it is in writing and shall not be deemed to be a waiver of any subsequent breach or default. No failure or delay by a party in exercising any right or remedy under the Contract or by law shall constitute a waiver of that or any other right or remedy, nor prevent or restrict its further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall prevent or restrict the further exercise of that or any other right or remedy.
- 14.10 Nothing in the Contract is intended to, or shall be deemed to, establish any partnership or joint venture between any of the parties, nor constitute either party the agent of another party for any purpose. Neither party shall have authority to act as agent for, or to bind, the other party in any way.
- 14.11 A person who is not a party to the Contract shall not have any rights to enforce its terms.
- 14.12 Except as set out in these Conditions, no variation of the Contract, including the introduction of any additional terms and conditions shall be effective unless it is agreed in writing and signed by Hand Media International Limited.
- 14.13 This Contract and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales. Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this Contract or its subject matter or formation (including non-contractual disputes or claims).

Hand Media International Limited Terms and Conditions of Acceptance of Order – Webinars

- 1 These conditions shall apply to all webinars accepted for production, setup and delivery. Any other proposed condition shall be void unless incorporated clearly in written instructions and specifically accepted by Hand Media International Limited.
- 2 All webinars are accepted subject to Hand Media International Limited approval of the copy, content, themes and material and to appropriate webinar scheduling time, delivery times and space being available.
- 3 If it is intended to include in a webinar a competition or a special offer of merchandise, other than that associated with the product or subject of the webinar, full details must be submitted at the time of booking.
- 4 Hand Media International Limited reserves the right to omit or suspend any webinar at any time for good reason, in which case no claim on the part of any Commercial Partner for damages or breach of contract shall arise.

Should such omission or suspension be due to act or default of the Commercial Partner or his servants or agents then the space reserved for the webinar shall be paid for in full notwithstanding that the webinar has not been created or delivered. Such omission or suspension shall be notified to the Commercial Partner as soon as possible.

- 5 If Hand Media International Limited considers it necessary to modify the format or alter the date or make any other alteration, the Commercial Partner will have the right to cancel if the alterations requested are unacceptable, unless such changes are due to an emergency of circumstances beyond Hand Media International Limited control.

Every care is taken to avoid mistakes, errors or omissions but Hand Media International Limited cannot accept liability for any errors due to third parties, subcontractors or inaccurate instructions.

- 6 To the extent permitted to the Commercial Partner by law Hand Media International Limited shall in no circumstances be liable for any direct, indirect, consequential or incidental loss or damage or injury (including without limitation loss of revenue, contracts or profits) howsoever caused or arising.
- 7 The Commercial Partner warrants that the webinar does not contravene any Act of Parliament nor is it in any other way illegal or defamatory or an infringement of any other party's rights or an infringement of the British Code of Advertising Practice.
- 8 The Commercial Partner will indemnify Hand Media International Limited fully in respect of any claim made against Hand Media International Limited arising from the webinar. Hand Media International Limited will consult with the Commercial Partner as to the way in which such claims are to be handled.

- 9** Webinar rates are subject to revision at any time and orders are accepted on condition that the price binds Hand Media International Limited only in respect of the next webinar to be created and delivered. In the event of a rate increase the Commercial Partner will have the option to cancel the order without surcharge or continue the order at the revised webinar rates.
- 10** If a Commercial Partner cancels part of a contract except in the circumstances set out in Clause 6 or 10 above, it relinquishes any right to that series discount to which he was previously entitled and webinars will be paid for at the appropriate rate.
- 11** Charges will be made to the Commercial Partner or his Agent where Hand Media International Limited suppliers are involved in extra production work owing to acts or defaults of the Commercial Partner or his Agent. Complaints regarding reproduction, setup or delivery of webinars must be received in writing within one calendar month of the delivery date.
- 12** Cancellation of webinars will only be accepted if written notice is received within 8 weeks of the scheduled publication date. Thereafter the Commercial Partner will still remain liable to pay Hand Media International Limited the Total Fee and any fees paid to Hand Media International Limited under this contract will be non-refundable.
- 13** If copy and content instructions are not received by agreed `copy date` no guarantee can be given that proofs will be supplied nor corrections made.
- 14** Commercial Partner's property, artwork etc., are held at their risk and should be insured by them against loss or damage from whatever cause. Hand Media International Limited reserves the right to destroy all artwork which has been in its custody for twelve months or film which has not been used for twelve months.
- 15** For the purpose of these conditions `Commercial Partner` shall refer to the Commercial Partner or his Agent whichever is the principal. Hand Media International Limited is the Publisher of any webinar.
- 16** These Conditions and all other express terms of the contract shall be governed and construed in accordance with the Laws of England.