



## TERMS & CONDITIONS 2016

### Parties

The following Terms and Conditions relate to the Cambridge Half Marathon which is organised by One Step Beyond Promotions.

### Terms

The above named organisation from this point forward will be referred to as 'The Promoter'. All applicants both prospective and successful from this point forward will be referred to as 'The Applicant'.

From the moment that the above Promoter starts to organise an event, there is a considerable amount of work, expense and risk. Each event takes many hundreds of hours of forward planning, thousands of pounds of expense, as well as financial risk.

As with all companies incurring overheads such as premises, staff, marketing, equipment, insurance, websites, etc, financial planning is an integral part of event management and promotion. As such we endeavor to ensure that we can cover unexpected on costs so as to provide a secure footing for all events promoted. The following 'Terms & Conditions' are set in place to ensure that we continue to provide applicants with safe and enjoyable events, year on year.

#### 1: Conditions of Entry

By entering the Cambridge Half Marathon as made available on the [www.onestepbeyond.org.uk](http://www.onestepbeyond.org.uk) website, be it by use of the online entry system or paper based system, applicants are agreeing to abide by the following Terms & Conditions' as outlined below.

#### 2: Confirmation of Entry

Cashing of an applicant's cheque or satisfactory completion of a transaction through the online payment system confirms the applicant's place in the event.

#### 3: Race Information

All necessary Race Information pertaining to the event is published on [www.onestepbeyond.org.uk](http://www.onestepbeyond.org.uk) and will be posted to you in hard copy format, a minimum of 1 week pre event. Please note that details of the event as published on the race specific entry form and provisional race information are subject to change. It is the responsibility of the applicant to ensure their contact/address details are kept up to date and the Promoter cannot be held responsible for the loss of race information within the postal system.

#### 4: Completion of Entry Form

When utilising the paper based system, it is vital for applicants to complete the entry form fully and neatly. In the case where applicants do not complete sections properly or fully, a 'default' entry for that section will be allocated as outlined below:

- If applicants do not complete the 'date of birth' section, they will be allocated a 'default' age of 100, and will not be eligible for prizes.

Whilst the promoter will endeavour to solve any problems that arise through incorrectly completed entry forms, if it is not possible to read any section of the entry form, the form may be returned to the applicant, with a request for it to be completed again without the securing of a confirmed place in the event.

#### 5: Exchanging of entries

If an applicant, who has already successfully entered the event, finds themselves unable to take up their place they have the option to pass their entries to someone else, up to 6 weeks pre event (17 January 2016). From the 18 January 2016 onwards no exchanging

of entries will be permitted. Please note that the exchanging of entries between competitors can only be done by accessing the online system and there will be a charge of £10.00.

#### 6: Withdrawals / Refunds

If for any reason the applicant who has already successfully entered an event find themselves unable to race and wishes to withdraw from the event, the applicant must inform 'The Promoter' in writing. This should be done initially via e-mail to [info@onestepbeyond.org.uk](mailto:info@onestepbeyond.org.uk). Please note athletes can NOT withdraw via social media.

Applicants should receive a confirmation of their withdrawal within 5 working days. If this confirmation is not received within 5 days, the applicant should contact the Event Office immediately by telephone (01427 718888) to verify receipt of their request to withdraw.

Alternatively postal withdrawals can be made in writing to. The Events Office – Withdrawals (Name of event), One Step Beyond Promotions, Unit 7a, Heapham Road Industrial Estate, Sandars Road, Gainsborough, Lincolnshire, DN21 1RZ, please include an email address so your withdrawal can be acknowledged. Please note the promoters cannot be held responsible for loss or delay in post.

Applicants who withdraw from the event prior to the Withdrawal Date will receive a refund in line with the policy outlined below:

#### Cambridge Half Marathon – 28 February 2016

- Up to 12 weeks out refund minus £10.00 admin charge: 20 October - 6 December 2016
- 6 – 12 weeks out refund minus £15.00 admin charge: 7 December 2015 – 17 January 2016
- 4 – 6 weeks out refund minus £20.00 admin charge: 18 January – 31 January 2016
- Up to 4 weeks out no refunds or race credits: 1 February 2016

#### 7: Registration

All race numbers and final race information will be sent to applicants in the post, they are not required to register on the day of the event. Overseas entrants are required to collect their race packs from the enquiries marquee on either Saturday 27 or Sunday 28 February 2016.

#### 8: Photography

The promoters maintain the right to use images and photographs taken by their contracted photographers and employees at the event without informing the applicant. These images can be used for promotional purposes as undertaken by the promoters and their partners, which will cover a range of possible uses including advertising, press and media, printed information items, editorial coverage and any other promotion directly related to the promoters or their sponsors.

#### 9: Prizes

Prizes at each event will be awarded in age categories as outlined in the Final race information document.

#### 10: Late Entries

If there are still places available after the closing date (1 February 2016), applicants looking to secure a place will be required to pay an additional fee of £10.00.

#### 11: Event Changes

The above named Promoter has the right to change any element of the event for the reason of safety without prior notice.

#### 12: Event Cancellation

If for reasons beyond the control of the Promoter, including an 'Act of God' due to unforeseen, naturally occurring events that were unavoidable, the event which applicants have entered is cancelled or postponed, the Promoters will issue a full Race Credit to the value of the original entry fee or transfer the applicant's entry to another race/events where requested. Alternatively if an event is cancelled by the Promoter for non 'Act of God' reasons, the Promoters will offer a full refund.

#### 13: Right of refusal for entry

The Promoter maintains the right to refuse or revoke entry to any applicant, where they believe that accepting the entry could negatively affect the event, the promoting organisation, their sponsors, associates or staff. This right of refusal extends to include applications where acceptance is considered by the promoters to be likely to infringe upon the enjoyment of any persons connected with the event, including staff, marshals, volunteers & other competitors.