

Terms and conditions for GA CPD course and event bookings

1. Who we are and contact details

The Geographical Association (GA) is a subject association with a mission to further geographical knowledge and understanding through education. Our address is The Geographical Association, 160 Solly Street, Sheffield, S1 4BF, England (phone +44(0)114 2960088, email events@geography.org.uk). Our offices are open from 9am to 5pm (UK local time) Monday to Friday, except for public holidays.

The GA receives no direct external funding and is financed primarily through membership subscriptions together with income derived from the sale of other goods and services.

2. Scope

These terms and conditions apply to all transactions entered into with the GA for the supply of events and CPD.

3. Prices

The GA reserves the right to change prices without prior notification.

4. Events discount

Members' discount is available to Full Personal, Concessionary and Group members only (GA Magazine-only and Free Primary Members are not eligible for discounts).

5. Terms of payment

Credit terms are shown on the invoice (normally 30 days from the date of the invoice).

Payment should be made within the credit terms specified, unless prior agreement for extended payment terms has been obtained in writing from the GA.

All costs, including legal costs, incurred by the GA in recovering overdue debts will be payable by the customer.

Please note that a purchase order number is required at the time of booking.

6. Registrations and refunds

For online courses and conferences, the deadline for registrations via the GA website is 2 days before the date of the event. Late bookings may be processed in order for delegates to join the online course. Where this is not possible, recordings of the event will be made available.

For face-to-face courses and conferences, the deadline for registrations is 14 days before the date of the event. Refunds on cancelled bookings will be made as follows:

- Received more than 21 days before the date of the event – 50% refund
- Received less than 21 days before the date of the event – no refund
- No refund will be made for delegates not attending.

For both online and face-to-face courses and conferences, the GA reserves the right to cancel events should they not be viable. In this instance, delegates will be entitled to a full refund or a transfer to the next available course date (if applicable).

7. Professional conduct

The GA's courses and conferences are professional events and therefore we expect everyone who attends to behave professionally and to treat everyone equally and respectfully. While you may not agree with everything that you hear, we ask delegates to listen to others' views and to engage constructively with them. If you have any concerns, please contact the GA's [Head of Professional Development](#).

8. General

- a. Validity – by registering for an event provided by the GA you are deemed to have accepted these terms and conditions
- b. Legal – this contract is a legally binding document; you should read it carefully and make sure that it does not contain anything that you are not prepared to agree to.
- c. Limitation of liability – the GA shall not be liable to you for any special damages, loss of profits or loss of goodwill and in any event you agree that the GA's total liability to you for failure to deliver services or any breach of terms of this contract shall be limited to the value of the services to be supplied to you under this agreement.
- d. Force majeure – the GA shall have no liability to you for any failure to deliver services you have registered for or any delay in doing so that is caused by any event or circumstance beyond its reasonable control.
- e. Invalidity of Terms and Conditions – if a court rules that any of these conditions is not valid or cannot be enforced, the other conditions will continue to be valid and enforceable.
- f. Jurisdiction – this contract is made under the law of England and any court proceedings must be in the English courts. If you are a customer in Scotland, Wales or Northern Ireland, we will accept your local law and courts. Enforcement of a court order may be done in any law or court system that is relevant.