

## BHS Terms and Conditions

### Bookkeeping Basics

#### General

- Online booking only.
- Event will be open to join 15 minutes in advance of start time

#### Cancellations

- All British Horse Society events are checked for viability around ten working days beforehand. Any that have insufficient numbers may be cancelled. In this case, delegates who have booked will receive a full refund or free transfer should another suitable event be pending.
- Cancellation by the attendee can be made via email to [bhssouthwest@bhs.org.uk](mailto:bhssouthwest@bhs.org.uk) or phone 02476 840732
- A refund, less the booking fee charge, will be given to anyone who cancels up to ten days prior to the event.
- Anyone who cancels within 10 days of the event will only be refunded if their place can be filled by another participant and this will be less credit card charges.

#### Online Events

- The BHS does not accept any responsibility for your personal IT equipment or internet connection which may affect your ability to access this online event.
- The BHS cannot be held responsible for broadband or connectivity issues experienced during these sessions.
- It is the responsibility of the attendee to ensure they have joined the training in time for the start of the event. CPD points will only be allocated if the participant attends the whole event. Anyone joining the training late will not be allocated CPD points.
- Attendees will be required to have their cameras switched on for the duration of the event.

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