

## NIKKI DUDLEY/MUMWRITE WORKSHOP Ts & Cs



### **Terms of Payment**

I am committed to offering high quality workshops at an affordable cost, to ensure that my offer is accessible to as many writers as possible.

All tickets must be paid for in full at the time of booking. No places may be reserved without being paid for and no booking shall be considered as confirmed until full payment is received. We accept bookings by bank transfer and Paypal.

If you would like a sponsored spot, please email: [mumwrite@gmail.com](mailto:mumwrite@gmail.com) to discuss.

### **Cancellations**

Each workshop needs a minimum number of participants in order to run. I make the decision about whether I am going to run each activity approximately two weeks before it starts or happens. If I have to cancel a workshop due to minimum numbers not being met, a full refund of the money paid or event transfer will be offered. If you are intending to book on to an event, workshop or masterclass, please make sure you do so in plenty of time, to help me avoid unnecessary cancellations.

All tickets are sold subject to MumWrite's right to make any alterations to the venues, times, dates or other arrangements which are rendered necessary by a cause outside of MumWrite's reasonable control. Please note that where I have to make alterations, you do not have additional rights of cancellation and MumWrite's standard terms still apply.

### **Refunds**

MumWrite does not permit bookings to be refunded after purchase, except where an event has been cancelled. Where monies are refunded, such refunds are limited to the face value of the tickets purchased. You can gift your spot to another writer if you cannot attend.

### **Conduct**

MumWrite exists to support and nurture writers and writing communities. I strongly believe in both freedom of expression, and respect for everyone's differences.

MumWrite commits to:

Honouring and practising respect for each other's differences;

Creating safe spaces that nurture writers' growth and development;

Cooperation with each other.

If, in the opinion of MumWrite, a participant is behaving abusively, disrespectfully or in a discriminatory fashion, MumWrite reserves the right to exclude the participant from its current and subsequent activities, with no fee refunds made.

Please contact Nikki Dudley directly if you have any issues/concerns you wish to report.

### **Recording events**

MumWrite or any permitted third parties may carry out general filming, photography and sound recording before during and after an event, to be used in our marketing and fundraising activities. By purchasing tickets, you consent to you and your party being included in such films and recordings without payment. Any such recording or filming activity will be clearly signposted during the event. Participants are welcome to tell me if they would prefer not to be filmed or recorded.

### **Programme age guidance**

Booking services with MumWrite's general programme are only available to persons who are at least 18 years of age unless the activity or event is clearly specified otherwise. By completing a booking, you warrant and confirm to MumWrite that you comply with those arrangements.

### **Data Protection**

As part of your use of MumWrite and your engagement with the programme, you will be giving me personal information such as your name and email address. I am very careful in how I use and process this data. MumWrite will collect, use, store and disclose your personal details in accordance with current Data Protection legislation. I will only use your personal information in connection with my own activities and will not pass on your details to third parties without your prior permission.

### **Links to Third Party Sites**

Any links provided in prompts and accompanying documentation may lead you to third party sites, which are not under the control of Nikki Dudley / MumWrite. Anything accessed through these sites is the responsibility of the site owners.

### **Content and Copyright**

Except where otherwise specified, all materials provided by Nikki Dudley / MumWrite may be used for personal writing but not distributed widely. If you do distribute these materials to another person, you must credit 'Nikki Dudley / MumWrite'. If you have any questions about distributing materials, please email [mumwrite@gmail.com](mailto:mumwrite@gmail.com).