



## Terms of Use and Privacy Policy Virtual

### ivent ltd t/a ivent Terms of Use

#### DEFINITIONS

**IVENT or 'we' – virtual ivent ltd t/a IVENT hereafter "IVENT".**

**User account or Profile or 'you' – the account you create after registration**

**Host – The Client of IVENT**

**By entering this online event you agree to the Terms of Use.**

The IVENT Terms of Use include both this 'Terms of Use' and the IVENT 'Privacy Policy'. The Terms of Use apply to the online event delivered to you via IVENT's 3rd party servers over the Internet.

IVENT may update and/or modify the Terms of Use at any time and with or without notice. Please review any terms of service or privacy policies of the online event host, as they may differ. IVENT is not responsible for or liable to you for the event host's policies. IVENT or the host may terminate any part of the online event at any time and without notice to you.

**You may use the online event, provided that you:**

- are over the age of 13
- do not initiate or participate in any activities that are prohibited e.g. illegal, harmful, or interfere with anyone's use of the online event, including the sending of e-mail or instant messaging spam.
- Abide by all relevant and applicable local, national, and international laws and regulations

#### **Online event content**

The documents, copy, software, graphics, photographic material, music, video content, presentations, other materials, logos, the look and feel and all other content made within the online event are the property of IVENT or the host or hosts. No licence or other right to such materials is granted to you. You may not copy, distribute, publish, reproduce, transmit, publicly perform, sell, sublicense, make available or otherwise exploit any such materials.

You may be permitted to submit content, participate in chats or forum posts within the online event. You retain ownership to the content you submit. However, upon submission, you grant IVENT and the host a worldwide, perpetual, irrevocable, non-exclusive, royalty-free, transferable and sub-licensable right to use, reproduce, broadcast, distribute, prepare derivative works of, display, and perform any of your submissions in connection with the online event or for promotion or redistribution of all or part of the online event in any format and through any channel.

You may also be exposed to submissions from other users. IVENT is not liable to you for any other user's submission, and you agree to waive, any legal or equitable rights or remedies you have or may have against IVENT and the host with respect to other users' submissions.

IVENT has the right to review user submitted content to determine whether it violates the Terms of Use and to remove or alter that content without notice to you. However, although we have the right to review and remove content, we do not routinely monitor the online event for violations of these terms and you should have no expectation that the content made available has been reviewed or is compliant with these terms. Therefore, you agree that neither IVENT nor the host will be liable for any failure to remove or alter content.

#### **User activity**

**You are solely responsible for the activity, which occurs under your user account. You are prohibited from and agree not to:**

- create false user accounts, use another individual's user account or otherwise access the online event in an unauthorised manner;
- invade another user's privacy or publish another user's personally identifiable information without such user's consent.
- copy, modify, reproduce, transmit, republish, distribute or create derivatives of any of the content, software or materials available in the online event; launch any automated system, including, but not limited to, "robots", "spiders" or "offline readers", which access the online event platform;
- collect or harvest any personally identifiable information;
- make or submit any sexually explicit, racially, culturally or ethnically offensive, harmful, harassing, intimidating, threatening, hateful, discriminatory or abusive statements or content;
- transmit material that contains malicious code, such as viruses, worms, trojan horses, spyware, or other potentially harmful elements;
- use the communication systems made available to you within the online event for commercial solicitation, unless expressly authorised to do so by the online event host or intentionally omit, delete, forge or misrepresent transmission information, including headers, return mailing and internet protocol addresses;
- impersonate any other person or entity or stalk or otherwise harass any other user;
- submit content which features pornographic, sexually explicit, describes or encourages dangerous or illegal acts, graphic or gratuitously violent content; or
- make or submit any obscene, hateful or otherwise offensive material, comments or content.



### **Third Party Websites**

The online event may contain links to third party websites, which are not owned or operated by IVENT or the online event host. Please consult such third party websites for their policies. Neither IVENT nor a host or sponsor have control over, endorse, or are liable to you for any third party websites.

You agree that your use of the online event shall be at your sole risk. Ivent, host and their respective officers, directors, employees and agents disclaim all warranties, express or implied, in connection with the online event and your use thereof. Ivent and host make no warranties or representations about the accuracy or completeness of the content or the content of any sites linked to the online event and neither IVENT nor the host assume any liability or responsibility for any: (i) errors, mistakes, or inaccuracies of content or the event software, (ii) property damage resulting from your access to and use of the online event, (iii) any unauthorised access to or use of the online event, (iv) any interruption or cessation of transmission of the online event, or (v) any bugs, viruses or the like which may be transmitted to or through the online event by any third party. Neither IVENT nor host warrant, endorse, guarantee, or assume responsibility for any product or service advertised or offered through the online event or any hyperlinked website or featured in any banner, advertising or elsewhere.

In no event shall IVENT, the host, their respective officers, directors, employees, or agents, be liable to you for any direct, indirect, incidental, special, punitive, or consequential damages whatsoever arising from your or any user's use of or access to the online event.

### **User Termination**

IVENT and the host, in their sole discretion, reserve the right to terminate any user's access to the online event for any violation of the Terms of Use, including repeat infringers, and to remove or take down any content posted in violation, or suspected to be in violation of the Terms of Use

### **Indemnity**

You agree to defend, indemnify and hold harmless IVENT, the event host, and their respective officers, directors, employees, affiliates and agents, from and against any and all claims, damages, obligations, losses, liabilities, costs or debt, and expenses (including but not limited to legal fees) arising from your use of and access to the online event, including your violation of the Terms of Use, any third party's intellectual property rights, damages arising out of your submissions or any other act or omission.

### **Privacy Policy**

#### **IVENT Privacy Policy**

This Privacy Policy sets out how IVENT treats personal information when you, the user, registers for and/or attends an online event, hosted on the IVENT Platform, for the benefit of an online event host or sponsor. This Privacy Policy only applies to information collected by IVENT, and does not apply to any information collected by the host or any other entity. By registering or attending the online event you agree to the terms of this Privacy Policy, as they may be amended from time to time and without notice to you.

#### **How To Contact Us**

Please feel free to contact us if you have any questions about this Privacy Policy or if you are seeking to exercise any of your statutory rights. Our DPO is Emma Riley - emma@ivent-hq.com

#### **What And Who Does This Privacy Policy Apply To?**

This Privacy Policy applies to individuals who have registered and logged in to a virtual event or webinar.

#### **Why We Process Your Data**

You will have registered to attend and log in to this event or webinar and this will have included you supplying us with personal information such as your email and name. This data will have been collected on behalf of the event host at registration however as it is hosted in our database and servers in a secure cloud hosted environment we are required to inform you.

The event host will have placed their privacy policy on the registration form that you will have ticked to consent to those specific terms.

As we also hold your data we are obliged to make clear what we will do with your data and how long we will hold on to it for.

#### **We use your data -**

- To issue you with system generated emails and notifications about the event
- To ensure you can log in to the event or webinar by cross checking your email and password held in our database for security

#### **We do NOT use your data –**

- To share or sell to any third parties
- To market our own products or services to

#### **For How Long Will We Hold Your Data?**

We hold onto your data in line with the event hosts privacy policy on data retention. You have the right to request that your data is removed from the ivent system by emailing us at support@ivent-hq.com

#### **Cookies Policy**

There are two different types of cookies: session cookies and persistent cookies. Session cookies are held temporarily and disappear when you close your browser. Persistent cookies may be used by your browser on subsequent visits. Cookies are widely used to provide certain features of website, to make websites perform more efficiently, and to provide information to the owners of the website. Each IVENT event and/or webcast can send its own cookie to your browser if your browser's preferences allow it. IVENT does not use cookies to collect personally identifiable information about you.



Users have the opportunity to set their devices to accept all cookies, to notify them when a cookie is issued, or not to receive cookies at any time. If you do not opt in to receiving cookies and/or set your device to not receive cookies, certain personalised features cannot be provided to you, and accordingly you may not be able to take full advantage of all of the Website's features. Each browser is different, so check the "Help" menu of your browser to learn how to change your cookie preferences in your browser.

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