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## 1. Introduction

This document sets out the Terms and Conditions governing the purchase of tickets to the King's Affair 2020 (hereafter 'the Event'), taking place on 17<sup>th</sup> June 2020.

This agreement is between the King's Affair Committee (hereafter 'The Committee') and the Ticket Holder.

Failure to adhere to these terms and conditions can lead to, inter alia, an application being refused or voided, tickets being cancelled, entry to the Event refused or the guest being ejected from the Event.

## 2. Definitions of terms used in this document

- '*Event*' refers to the King's Affair 2020
- '*This Website*' refers to the King's Affair 2020 Ticketing System
- '*Us / We / Our / Committee*' refers to the King's Affair 2020 Committee, or persons acting on their behalf
- '*Chair*' refers to the Chair of the Committee, currently Tom Word
- '*College*' refers to King's College Cambridge and its officials and staff
- '*You / Your*' refers to the person logged into This Website
- '*Guest*' refers to any person admitted to the event
- '*Ticket Holder*' refers to those who hold tickets that permit entry into the event
- '*Non-University Guest*' refers to any Guests who are not members of the University of Cambridge

- ‘Security’ refers to any member of staff hired by the Committee to operate at the Event

### 3. Availability

- No guarantees are made about the availability of this Website
- We reserve the right to alter the advertised ticketing period or procedures as necessary.

### 4. General Conditions

- The Event is open only to persons aged 18 years or over at the time of admission.
- Proof of age will be required. This is in the form of the photographic ID in the form of a Passport or a United Kingdom Driving License.
- We reserve the right to refuse admission to the Event, for any reason, at the sole discretion of the committee.
- We reserve the right to remove guests from the Event as we or Security deem necessary
- No alcoholic drinks may be brought into the event. We reserve the right to have Security search anybody whom we suspect may be attempting to do so.
- Any Guest found or suspected to be in possession of an illegal substance will be removed from the Event and their personal details passed on to the police.
- Guests are responsible for their behaviour at all times during the Event. Should their behaviour be deemed unacceptable we reserve the right to report their conduct to the relevant college, university or public authorities as necessary.
- We reserve the right to contact your college, department or the relevant law enforcement authorities to request aid in enforcing these Terms & Conditions.
- You agree to be held liable for any damage caused by You or Your Guests to property owned by the College, the Committee, its contractors or subcontractors, whether accidental or otherwise.

- Any advertised acts, features or facilities are representative of the current plans for the Event, but may be subject to change. Changes will not be considered cause for refund.
- No refunds will be given where a Guest has been refused admission or ejected from the Event for violating these Terms & Conditions.
- Refunds will not be issued where the Event is cancelled, or does not run for the advertised length of time, due to circumstances out of Our control.
- By attending the event you agree for any photographs or video/audio recordings that are made of You to be used by Us for promotional purposes.
- We will deal with your information in accordance with the General Data Protection Regulation (GDPR). We will not pass your information to third parties without your express consent. Your information will only be used for the purpose of the Ball. There will be photographers on site during the Ball. By purchasing tickets you are accepting that photographs may be taken of yourself in the Ball and that these may be released publicly, such as being published on a website, for journalistic purposes and for a memento of the event. The copyright of these photographs will be retained by the Committee.

## 5. Ticket Conditions

- There are two types of ticket available; Standard and Queue Jump.
- Standard tickets cost £72 per person for King's College Members and £89 per person for Non-King's College Members.
- The Event will begin at 9.00pm.
- Queue Jump tickets are an extra £10 per person and entitle holders to enter the Event at 9.00pm through a separate queue.
- Members of King's College may purchase a ticket for themselves and request two guest codes which may be transferred to guests, who need not be connected with the University of Cambridge.

- All tickets are non-transferable. If a Guest arrives with a ticket that does not match their identification, they will be refused entry. This will be strictly enforced.
- Tickets are generally non-refundable once purchased. However, refunds may be issued in exceptional circumstances at the discretion of the Chair. Refund requests must be submitted in writing using the contact details on this website.
- Changes may be processed online. Name changes can be made at a cost of £10 per name change until 10th April. Thereafter, name changes will cost £20 each until 31 May. Thereafter, name changes will cost £30 per name change and can be made up until 10th June. Changes will not be reflected on actual tickets but will be reflected in our electronic records.
- Such changes must be settled by a Bank Transfer or cash
- We reserve the right to refuse any name change or cancellation request, or alter the applicable administration charges, should we feel necessary. No changes will be made after tickets have been collected.
- Orders must be paid for within the time limits and in accordance with the instructions specified on This Website. Admission will be refused to any Guests where the payment for their ticket has not been settled.
- We reserve the right to cancel and refund any order up to the time of ticket collection.

## 6. Waiting List

- The waiting list is for the purposes of informing Us that You and Your Guest are interested in attending the Event.
- We make no guarantees about the availability of tickets to persons on the waiting list.
- Tickets will be allocated at Our discretion, and not necessarily in the order that You join the waiting list.

## 7. Privacy Policy

By visiting this website and completing the Raven authentication process, you agree to your information being stored in a database, for the purpose of administering ticket sales.

Information on You, and Your Guests, may be automatically retrieved from the University's Hermes email directory, for the purposes of simplifying the purchase process.

All processing of personal data is handled by Tessera Ticketing, the ticketing service provider, and We are not liable for any transaction or data processing that is done by Tessera Ticketing.

Your information will not be passed to any other parties except where required by law, for the processing of payments, or for audit purposes.

This is in accordance with the 1998 Data Protection Act and the General Data Protection Regulation.

You have the right to ask for a copy of the information we hold about you and to ask for any errors to be corrected. To do this please contact, [webmaster@kingsaffair.com](mailto:webmaster@kingsaffair.com).

Your information will be stored, and passed to future King's Affair Committees, for up to five years, after which it may be used for statistical analysis once anonymised.

## 8. Equality

King's Affair has a policy of trying to make the Event accessible to all members of the University, regardless of any disabilities or medical conditions.

It is, however, essential that you inform us as soon as you purchase your ticket, if you have any such conditions so that we can cater appropriately for them.

This can be done by emailing [chair@kingsaffair.com](mailto:chair@kingsaffair.com)

King's Affair, King's College, Cambridge, CB2 1ST

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