

Contact Details

For further help and advice about the Guild conference or our membership organisation
The Dyslexia Guild please contact:

The Guild Administrator
The Dyslexia Guild
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Registered Office: Insight House, Riverside Business Park, Stoney Common Road, Essex, CM24 8PL.



Financial Terms and Conditions The Dyslexia Guild – Annual Summer Conference 2024

1. Please read this information carefully

It is the responsibility of the delegate to ensure that the terms and conditions for the conference are followed and that The Dyslexia Guild receives payment as instructed (for those selecting pay later an invoice will be emailed to you for payment from The Real Group).

2. Delegate Responsibility

Delegates are responsible for ensuring the payment of all delegate costs even if they are paid for by a third party

3. Payment Information

All payments must be made in Pounds Sterling (GBP).

All payments are subject to VAT.

3a) Payment Methods - Pay Later/Invoice upfront closes 5 June 2024.

If your conference place is being paid for by an employer, or you are booking on behalf of an employee, or wish to pay via a Purchase Order then **please note there will be an additional fee of £25+VAT** for this service.

Please note: A delegate place will not be classed as 'confirmed' until all fees have been paid in full.

The 'pay later' option will be removed at midnight on **05 June 2024**.

3b) Payment Methods – Card online closes Sunday 30 June 2024

The Dyslexia Guild accepts VISA, MASTERCARD credit or debit card only. We are unable to accept any other forms of credit card.

4. Delegate Registration

You will receive an email auto response once you have registered online. Please note:

Those who have selected the 'pay later' option (3a) – this is your confirmation of registration ONLY and an invoice will be sent to you separately, your place is **not** confirmed until payment has been received.

Those who have paid with a card online (3b) – this is your confirmation and a 'paid' receipt will be sent to you separately. No further financial information will be sent.

5. Delegate Cancellation

The event will be recorded therefore no refunds will be made for delegates that have booked and paid for a place who cannot attend 'live' on the day

6. Event Attendance

-The Dyslexia Guild reserves the right to cancel any event where delegate numbers are insufficient to allow it to run or for any other reason outside our control

-It may be necessary, for reasons beyond the control of The Dyslexia Guild, to change the content and timing of the programme, the date or the speaker(s)

-Failure to attend the event by a delegate will result in the full cost being incurred. No refund shall be given

-Failure to attend an event at which a free or concessionary rate place was given may, at The Dyslexia Guild's sole discretion, result in the delegate becoming ineligible for such places at future event(s).