

PETERHOUSE MAY BALL 2022 TICKETING POLICY

This document sets out the Terms and Conditions for the purchase of tickets to the 2022 Peterhouse May Ball (**‘the Event’**). The Event will commence on 24 June 2022. The Event is subject to the conditions laid out below.

1. This agreement is between the principal ticket purchaser (**‘Applicant’**, until the application is successful, and **‘Attendee’** thereafter) and the Organising Committee of the 2022 Peterhouse May Ball (**‘the Committee’**).
2. The Applicant may also apply for tickets on behalf of up to three (3) other persons, included in their ticket application (**‘Guest(s)’**, until the application is successful, and individually **‘Attendee’** thereafter). The Applicant must notify their Guest(s) of these Terms and Conditions. The Applicant submits to this agreement on behalf of their Guest(s) upon application, and all Guests remain bound by all terms and conditions applicable to them. The Applicant is held responsible for any breaches committed by their Guests.
3. Failure to adhere to these Terms and Conditions can lead to, amongst other things, an application being refused or voided; the cancellation of the Attendee’s ticket; refusal of entry to the Event; or the Attendee’s ejection from the Event.

A. Eligibility for Ticket Purchase

4. The Applicant must, at the time of application, be one of the following:
 - a. A person *in statu pupillari* at the University of Cambridge;
 - b. An Associate Member of the Junior Combination Room or Middle Combination Room of Peterhouse;
 - c. A graduate of the University of Cambridge;
 - d. An employee of the University of Cambridge and/or its constituent Colleges; or
 - e. At the Committee’s discretion, any other person associated with the organisation, administration, provision of goods or services, or any other function, duty or role at the Event.

Where relevant, these terms have the same meaning as in the applicable Statutes and Ordinances of the University, or relevant College or Combination Room.

5. Guests must be *bona fide* acquaintances of the Applicant, but need not be affiliated with the University of Cambridge.

6. All Attendees must be at least 18 years of age on the first day of the Event. Attendees agree to provide proof of age evidence upon request of the Committee.

B. Tickets

7. All tickets are single tickets, and provide admission to the named holder only, in accordance with Section G.
8. Tickets to the Event are subject to availability. In the event that no further Tickets are available, the Committee reserves the right to create a reserve list of Applicants, at their discretion.
9. Tickets will be issued in the following categories, providing the further associated benefit to the named holder, in addition to admission:
 - a. Standard: no associated benefit;
 - b. Queue Jump: the right to enter the Event prior to any holder of a Standard ticket;
 - c. Champagne: the right to attend the “Champagne” reception event prior to the Event;
 - d. VIP: the right to attend the “VIP” reception event prior to the Event, and access to a dedicated VIP room on the Event premises during the Event;
 - e. Dining: the right to attend the “Dining” event prior to the Event.

C. Ticket Application

10. Ticket applications will be accepted from 10.30am on 21st January 2022.
11. At its discretion, the Committee reserves the right to specify time periods during which certain classes of eligible Applicants may not make applications. The Committee also reserves the right to specify time periods during which the number of Guests on behalf of whom certain classes of eligible Applicants may apply is reduced. Adhering to these specifications is a condition of the validity of tickets purchased during the applicable periods.
12. Ticket applications will be accepted if made through the portal provided on the Event’s website (**‘the Portal’**), or, if the Applicant has an alumni account on the Upay.co.uk website, through that website’s portal.
13. The Applicant is responsible for providing the Committee with their own details and the details of their Guest(s). An application containing incorrect or misleading details is

automatically void. Such an application may be amended at the discretion of the Committee. The Committee is not responsible for the Applicant's provision of incorrect or misleading details.

14. Upon successful application, the Attendee shall be liable for payment of the ticket(s) purchased.

D. Ticket Payment

15. The cost of each ticket is that specified on the Event's website at time of purchase.
16. All tickets are single tickets and will admit the named holder only.
17. Tickets to the Event are subject to availability. In the event that tickets cease to be available, the Committee reserves the right to create a reserve list of Applicants, at their discretion.
18. Ticket payment must be made through the payment provider specified at the conclusion of the online booking process. By providing payment through the specified payment provider, the Applicant acknowledges that they are subject to any terms of service applicable to that provider. In exceptional circumstances, and at the discretion of the Committee, payment may be made by bank transfer.
19. By paying online other than through the Upay.co.uk website, the Applicant agrees to pay a booking fee, in addition to the cost of the ticket(s). This fee will be made clear at the point of purchase. The booking fee is not refundable under any circumstance.
20. The Committee reserves the right to offer discounts of up to the full value of any ticket to any person, at its discretion. This includes, but is not restricted to, the right to provide a general discount to current Members of Peterhouse, within the meaning of the Statutes and Regulations of the College.
21. If a ticket is purchased for a reduced price following the offer of a discount, the validity of that ticket is subject to the Applicant satisfying any conditions attached to the discount. Failure to satisfy any such condition will result in the cancellation of the ticket without refund, or, at the Applicant's election, the Applicant becoming liable to pay to the Committee the value of the discount.
22. The Committee is not responsible for any loss resulting from an Applicant's use of the specified payment providers (including, but not restricted to, failure to follow payment

instructions, failure to complete an online payment process, or any breach of the payment provider's terms of service).

23. Upon successful payment, the Applicant and any Guest(s) acquire the right to the ticket purchased, to be digitally distributed at a time in advance of the Ball at the Committee's discretion.

E. Ticket Refunds

24. Applications for refunds must be made in writing to the President of the Committee before 24 April 2022. The decision to approve an application for refund, and the amount to be paid in satisfaction of the refund, is in the sole discretion of the Committee.
25. No application for the partial refund of any ticket, whether or not accompanied by a request to change the category of the ticket, shall be approved.
26. Where a refund is approved, the Attendee is liable to pay an administration charge of £50 to the Committee, in advance of the refund being paid.
27. The Committee reserves the right to pay any refund by the method of its choosing.
28. If the ticket to be refunded was purchased at a reduced price following the offer of a discount, the amount of the refund will be limited to the amount originally paid by the Applicant.
29. In purchasing a ticket, the Attendee recognises that the unique circumstances in the period preceding the Event may affect the provision of live entertainment services. The Committee reserves the right to cancel the Event, at any time prior to the Event, where circumstances (including, but not restricted to, government legislation, regulation, or guidance pertaining to the COVID-19 pandemic; the public health risk posed by potential COVID-19 transmission at the Event; or a period of national mourning) materially affect the Committee's capacity to implement the Event.
30. Where the Committee exercises its right of cancellation except where due to a force majeure event (as defined in cl 31), each Attendee shall receive a refund of a value equal to their pro rata share of any monies recovered, or otherwise held in surplus, by the Committee following cancellation, up to the value the Attendee paid for their ticket. The Committee undertakes to maximise the sum available for this disbursement in good faith and with its best efforts, including through the reasonable acquisition of risk management

instruments. At the Committee's discretion, the Attendee may elect to receive alternative consideration (including, but not restricted to, right of admission to a future event at Peterhouse) in lieu of any refund offered.

31. The Committee does not guarantee that any refund shall be made available if the Event is cancelled due to a force majeure event, including, but not restricted to acts of God (including, but not restricted to, fires, explosions, earthquakes, drought, tidal waves, floods, hurricanes or other natural disasters); war, hostilities, invasion, acts of foreign enemies, mobilisation, requisition, or embargo; rebellion, revolution, insurrection, or military or usurped power, or civil war; nationalisation; government sanction; blockage; embargo; lockout or interruption or failure of electricity, water, telephone or internet services; contamination by radioactivity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radioactive toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such assembly; contamination by substance with chemical or biological hazard; riot, commotion, strikes; acts or threats of terrorism.

F. Transfers and Other Amendments to Tickets

32. Attendees may transfer their ticket to another person eligible to be an Applicant between 7 February and 13 May 2022.
33. Tickets may only be transferred through the Portal, or, if purchased through the Upay.co.uk website, by application to the Committee, via the Peterhouse Development Office.
34. At the Committee's discretion, the Attendee performing the transfer is liable to pay the value of any discount applied to the original purchase of the ticket being transferred.
35. The Committee will have the exclusive right to sell all tickets. Under no circumstances may an Attendee purport to resell, exchange, or otherwise assign their ticket, for consideration greater in value than the face value of the ticket. Any Attendee who breaches this condition shall be refused admission to the Event, and the ticket purportedly assigned shall be cancelled without refund.
36. The Committee is not responsible for any transactions, financial or otherwise, that may occur in relation to the transfer of a ticket.

37. Any offer to transfer tickets must not be intentionally advertised beyond those persons eligible to be Applicants.
38. At the Committee's discretion, an Attendee may amend the name or other details on their ticket through the Portal, or, if purchased through the Upay.co.uk website, by application to the Committee, via the Peterhouse Development Office.
39. At its discretion, the Committee reserves the right to levy an administrative fee of up to 20% of the ticket's face value for any transfer or other amendment to a ticket. The Attendee performing the transfer or seeking the amendment is liable to pay this fee.
40. The name listed on a ticket, as well as all other information associated with the ticket, (including but not restricted to dietary requirements, allergies, and accessibility requirements) is deemed final as of 13 May 2022, or the date of ticket purchase, whichever is later. No changes to this information will be accepted after this date.
41. The Committee takes no responsibility for changes made to ticket details by persons other than the Attendee (including, but not restricted to, where this occurs by reason of that person's inclusion on the same ticket application as the Attendee). It is the sole responsibility of the Attendee to ensure that the details associated with their ticket are accurate as of 13 May 2022.

G. Admission to the Event

42. Admission times to the Event will be advertised via email and published on the Event website and social media prior to the Event. A time of final admission will also be advertised, in the same manner. No Attendee will be admitted to the Ball after the time of final admission, unless the Attendee seeks the permission of the Committee on the basis of exceptional circumstances in advance of the Event, and the Committee has, in its discretion, provided this permission.
43. Entrance to the Event is final. After leaving the Event, Attendees are not permitted to re-enter the Event, except by prior consent of the Committee.
44. Admission to the Event is by valid ticket only. A ticket is valid only if, before entering the Event, the Attendee supplies photographic ID (a current driving license or passport) that matches the name printed on the ticket.

45. Before admission to the Event is allowed, the Attendee must receive a wristband. This wristband must be displayed at all times while on the Event site. Attendees agree to show their wristband upon the request of the Committee or its duly authorised representatives.
46. Attendees agree to follow any governmental legislation, regulation or guidance pertaining to the COVID-19 pandemic, and all other guidelines implemented by the Committee to safeguard public health. Attendees agree to comply with any reasonable request from the Committee to provide appropriate evidence (including, but not restricted to, the NHS COVID Pass, or a lateral flow test taken by the Attendee) prior to gaining admission to the Event, for the purpose of assessing the public health risk the Attendee poses to the Event. No health data shall be stored as a result of such a request.
47. The Committee reserves the right to inspect clothing, containers, packages and bags in the possession of Attendees prior to admission, to ensure that the Attendee is not in breach of these Terms or Conditions .
48. Use of the cloakroom provided is at the Attendee's own risk. The Committee is not responsible for the security of personal possessions stored in the cloakroom or in any other location at the Event.
49. The Committee accepts no liability for lost or stolen belongings of guests.
50. The dress code for the Event is White Tie preferred. Black Tie or national dress are also acceptable. Admission may be denied to persons not dressed according to a reasonable understanding of this dress code. Sports blazers are not considered sufficient to satisfy the dress code.

H. Safety and Security

51. Attendees agree:
 - a. To follow all lawful directions provided the Committee and/or its duly authorised representatives at the Event;
 - b. To refrain from all violent, loud, disruptive, indecent, illegal or immoral behaviour;
 - c. Not to bring a prohibited item into the Event, as so considered by the Committee in its final discretion – for guidance, the following represents a non-exhaustive list of items likely to be considered prohibited: alcohol; any substance whose possession is prohibited by law; weapons; camera tripods, monopods, or telephoto camera lenses

- with a focal length capacity greater than 200mm; drink and food containers of any size; fireworks; glass; flags, banners or signs; musical instruments and amplification equipment; and any advertising or marketing material or flyers;
- d. Not to damage, trespass upon or otherwise interfere with Peterhouse, the Event infrastructure, or any other property present at the Event;
 - e. To respect the personal safety and security of all Attendees; and
 - f. Not to engage in conduct, act or speech that offends, insults, humiliates, intimidates, threatens, disparages or vilifies another Attendee on the basis of race, religion, colour, sexual orientation, descent, nationality or national origin.
52. Smoking at the Event is only permitted in the designated areas.
53. The Committee, in its final discretion, reserves the right to eject any person from the Event, and to take whatever further action it deems appropriate, with reasonable cause. Grounds for such exclusion include, but are not restricted to:
- a. Failure to comply with conditions on admission (such as the Event's age restriction; possession of appropriate identification; or possession of a valid ticket);
 - b. The public health risk posed by an Attendee;
 - c. Violent, loud, disruptive, indecent, illegal or immoral behaviour;
 - d. Attempts to engage in conduct that threatens the safety and security of any Attendee;
 - e. Attempts to cause damage, trespass upon or otherwise interfere Peterhouse, the Event infrastructure, or any other property present at the Event;
 - f. Attempts to facilitate admission to the Event by any person who does not hold a valid ticket or is otherwise ineligible to gain admission;
 - g. Excessive intoxication;
 - h. Possession, consumption, or being under the influence of illegal drugs;
 - i. Bringing a prohibited item into the Event;
 - j. Attempts to interfere with, obstruct or hinder the Committee or their contractors, Peterhouse staff, or other duly appointed officers in the exercise of their powers, functions or duties;
 - k. Taking photographs and recordings for any purpose other than personal use;
 - l. Smoking outside the designated smoking area;

- m. Where the Committee and/or its duly authorised representatives have reasonable grounds to believe the ticket holder may have committed or may be about to commit a criminal offence;
 - n. Any other breach of these Terms and Condition; and
 - o. Any other conduct that the Committee deems unacceptable.
54. The Committee accepts no liability for financial compensation to the Attendee if they are ejected from the Event.
55. The Committee reserves the right to conduct searches of persons or property to verify any belief that these Terms and Conditions are not being adhered to.

I. Dietary, Disability, and Other Special Measures

56. It is the responsibility of the Applicant to inform the Committee if they or their Guest(s) have of any dietary or allergy requirements, either at time of application, or otherwise by notifying the Committee at least one month before the Event.
57. The Committee is not responsible for any injury, illness or other inconvenience that arises because the Committee is not made aware of an allergy.
58. While the Committee will attempt to tailor the range of food available at the Event, the Committee does not guarantee that all dietary requirements will be met, or that foods advertised as being free of particular allergens will be free of trace elements.
59. It is the responsibility of the Applicant to inform the Committee if they, or their Guest(s), have any specific accessibility requirements, either at time of application, or otherwise by notifying the Committee at least one month before the Event.
60. The Committee will make all reasonable attempts to accommodate Attendees with disabilities so that they can enjoy as much of the Event as possible.
61. The Committee is not responsible for any injury, damage, illness or other loss that arises because the Committee is not made aware of an allergy, disability, or other special requirement.
62. Attendees who suffer from epilepsy or similar conditions are notified that there will be substantial use of flashing lights in many areas at the Event. The attendance to the Event of Attendees who suffer from epilepsy or similar conditions is by their own risk.

J. Other

63. The Committee reserves the right to record, photograph, and videotape the Event site (including its immediate surroundings, and the grounds of Peterhouse), and those entering, present in and leaving the Event site. By attending, Attendees consent that the Committee may broadcast, distribute or otherwise exploit images, recordings or video obtained in this way that contain their likeness, without compensation or notice.
64. The Committee accepts no liability for any loss or damage sustained by any Attendee or third-party due to the fault or negligence of an Attendee, provided such loss or damage is not by reason of the Committee's fault or negligence
65. The Committee reserves the right to alter the duration, programme and menu of the Event without notice and at any time.
66. The Committee reserves the right to amend, replace or supplement these Terms and Conditions up to the date of the Event, if reasonably necessary to facilitate the implementation of the Event. Changes are deemed to come into effect on the day the revised Terms and Conditions are published on the Event's website.
67. All decisions of the Committee are deemed to be authoritative interpretations of, or final determinations under, these Terms and Conditions.

K. Privacy and Data Policy

The Committee collects only such data as are necessary to process your application, issue tickets, admit you and your Guests to the Event, and allow you to manage your order. No personal data will be shared with any third-party, except where necessary for the implementation of the Event. Passwords are stored securely and are not accessible to the Committee. If the Committee deem that any data we have collected is no longer necessary for the purposes set out above, the Committee will delete it immediately. All data will be destroyed once the accounts have been finalised.