



### **PRIZE DRAW TERMS AND CONDITIONS**

1<sup>st</sup> Prize: One Apple iPod – For more information please visit [www.apple.com](http://www.apple.com)

2<sup>nd</sup> Prize: £500 meeting room voucher for use during 2011 at participating BE locations.

Draw Date: 3pm GMT on 9<sup>th</sup> February 2011. Winner will be notified by 12<sup>th</sup> February 2011 via email and online at [www.beoffices.com](http://www.beoffices.com)

Winner: DRAWN FROM ALL VALID BUSINESS CARDS RECEIVED UP TO 3PM ON 3<sup>RD</sup> FEBRUARY 2011.

Entry: Entrants must be over the age of 16 and not employed by Business Environment Group or a Group company.

- This Prize Draw is open to persons who are UK residents only and excludes employees of Business Environment, or any of its subsidiary companies, their families, agents or anyone else connected with this promotion. No third party entries, bulk entries. Business environment reserves the right to verify the eligibility of entrants. Business Environment may require such information as it considers reasonably necessary for the purpose of verifying the eligibility of an entry and the prize may be withheld until and unless Business Environment is satisfied with the verification.
- Only one entry per person is allowed. Entries not complying with these terms and conditions will be invalid.
- The Prize Draw runs during the Prize Draw Dates until the specified Closing Date. Entries received after this date and time will not be entered into the Prize Draw.
- The instructions provided at the point of entry to the competition form part of the terms & conditions of this Prize Draw and in the event of a conflict, these terms & conditions take precedence.
- The winner(s) will be the entry that is drawn from the available business cards. Winners will be notified by either email, mail or telephone. The prize is awarded conditionally upon acceptance and if a winner is unable to be contacted after a reasonable period or if any prize is unclaimed or declined within a reasonable period, the prize shall be deemed as unclaimed or unaccepted and a supplementary winner may be drawn at Business Environments discretion.
- Business Environment will not be responsible for any inability of a prize winner to take up the specified prize.
- Unless otherwise expressly stated, the person collecting the prize will be solely responsible for travel to and from the collection point and all other expenses. Business Environment assumes no responsibility and is not liable for any costs, charges or expenses which winners may be required to pay at any time in connection with a Prize. Any additional terms of entry will be specified on our website at [www.beoffices.com](http://www.beoffices.com)
- Business Environment reserves the right to provide substitute prize(s) of similar value should the specified prize(s) become unavailable for reasons beyond its control. Cash or credit alternatives will not be offered. None of the prizes are transferable.
- Business Environment accepts no responsibility for incorrectly completed, lost or delayed entries or other documents related to the Prize(s).
- In the event of fraud, abuse, and/or an error affecting the proper operation of this Prize Draw, including the allocation of more prizes than are available, Business Environment reserves the right to end or suspend the Prize Draw;

amend these terms & conditions; declare void the notification of winner(s); and/or to allocate available prizes by conducting a simple draw from all wrongly allocated winners.

- If any provision of these terms and conditions is held invalid by any law, rule, order or regulation of any government, or by the final determination of any court of a competent jurisdiction, such invalidity shall not affect the enforceability of any other provisions not held to be invalid.
- The winner(s) may be required to participate in publicity connected with this Prize Draw and it is a condition of entry that the winner(s) agree to their name and town/ country of residence being made publicly available if they win.
- The names of the major winner(s) may be obtained by sending a signed handwritten request along with a stamped self-addressed envelope detailing your request to the Marketing Team, Business Environment, 12 Groveland Court, London. EC4M 9EH, and marked with the name of the Prize Draw.
- Entrants' data will be collected, stored and processed for the purposes of administering and assessing this Prize Draw. Business environment reserves the right to exchange information and data regarding delivery or collection of the prize(s) with third party providers and/or Group employees.
- Winner details will receive promotional messages from time to time.
- Business environment's decision is final and no correspondence will be entered into.
- Business Environment reserves the right to suspend, cancel or amend the promotion and/or review and revise these terms and conditions at any time without giving prior notice and by continuing to take part in the promotion subsequent to any revision of these terms and conditions, entrants shall be deemed to have agreed to any such new or amended terms.
- This promotion is governed by English Law and is subject to the exclusive jurisdiction of the English courts.
- The promoter of this Prize Draw is Business Environment Limited, 12 Groveland Court, London. EC4M 9EH ("BE").