



## TERMS AND CONDITIONS

The table tennis package you have ordered is funded by Sport England. By completing an order form and purchasing a package you confirm that the signatories are authorised by the organisation named on the order form to purchase a package and agree to the below terms and conditions for introducing table tennis into your organisation.

### Definitions

'We' and 'our' refer to the organisation receiving the package bound by these terms and conditions.

'You' and 'your' means Table Tennis England.

'Project' refers to the introduction or expansion of table tennis within your organisation.

'Pioneer' means the individual nominated to be the Ping Pong Pioneer for your organisation during the ordering process.

'Player' means anyone who uses the table tennis package and is part of the project.

### 1.0 In General

- 1.1 Our project creates new provision and opportunities for people to play table tennis and that the package is not to be used to replace old or tired equipment.
- 1.2 Our organisation/project predominantly targets those aged 14 years and over.

### 2.0 Eligibility

- 2.1 We understand the eligibility criteria for receiving a package, as listed on the ordering page on your website, and confirm that we meet those criteria.
- 2.2 We confirm that the location of our organisation is in England.

### 3.0 Duration

- 3.1 We will make table tennis available within our organisation within one month of the goods arriving.
- 3.2 We will make table tennis available within our organisation for a minimum of two years.

### 4.0 VAT

- 4.1 All prices quoted for packages are inclusive of VAT
- 4.2 We acknowledge that any subsidy is not consideration for any taxable supply for VAT purposes by us to you. We understand your obligation does not extend to paying us any amounts in respect of VAT in addition to the subsidy.

### 5.0 Insurance and Risk Assessment

- 5.1 We will ensure that a risk assessment is carried out prior to the tables and equipment being delivered. We will notify you of any concerns following a Risk Assessment and shall take all reasonable steps to mitigate such risk identified.

- 5.2 We confirm that we have the relevant insurances in place to introduce or expand table tennis in our organisation.
- 5.3 We agree to maintain the up-keep of the table and equipment and will replace any damaged parts should they be a risk to users.

#### 6.0 Monitoring and Evaluation

- 6.1 We will measure the progress of our project and report back to you when requested to provide evaluation information in the form of online surveys for the Pioneer and Players.
- 6.2 We will provide any further information on our project that you request.
- 6.3 We will notify you immediately if our project ends for any reason and make arrangements for the equipment be given to and utilised by another organisation.

#### 7.0 Data Usage

- 7.1 The data collected through Pioneer or Player surveys, or additional information requested, will be kept confidential and details will not be shared with any third parties.
- 7.2 All data is stored securely and is used for reporting and marketing purposes, in order to inform the development of our products.
- 7.3 All data that you hold will be retained as deemed necessary, for reporting and marketing purposes.

#### 8.0 Additional Conditions

- 8.1 We understand that any subsidised packages are subject to Terms and Conditions and that you have the right to refuse any orders.
- 8.2 By completing an order form and agreeing to the Terms and Conditions, we confirm;
  - 8.2.1 That the signatories are authorised by the organisation named in the order form to enter into this agreement on their behalf.
  - 8.2.2 We certify that the information given in the order form and any supporting documents are true