

### Wellington Place Advent Calendar Terms and Conditions

1. By entering the advent calendar prize draw you are agreeing to these prize draw terms and conditions.

2. The advent calendar prize draw is being run by Wellington Place.

#### **Eligibility to enter**

3. The advent calendar prize draw is open to Wellington Place occupiers who have subscribed to the Wellington Place Parklife e-newsletter.

4. Must be over the age of 18 years old.

5. In entering the advent calendar prize draw, you confirm that you are eligible to do so and eligible to claim any prize you may win.

6. You must follow the instructions of the advent calendar prize draw to enter.

#### **How to enter**

7. To enter the prize draw, you must subscribe, or already be subscribed to, our Wellington Place Parklife e-newsletter, and also be employed at one of the companies based at Wellington Place. This will be determined by your email address.

8. Winners will be picked at random from the Parklife e-newsletter mailing list.

9. Emails will be sent out each day to the Parklife e-newsletter mailing list to announce the prize and provide a link to the website to reveal the winner. The winner will also receive a separate email to inform them of their win and to provide details on how to claim the prize.

10. The advent calendar prize draw will run every weekday from 1<sup>st</sup> December 2023 – 22<sup>nd</sup> December 2023.

11. We will not accept responsibility if contact details provided are incomplete or inaccurate.

#### **The prize**

12. There are 16 prizes to be won, including vouchers/e-gift cards, subscriptions, physical gifts and food and drink.

13. Please note a list of allergens and dietary information for food and drink products can be found on the product labels.

14. Wellington Place's use of particular brands as prizes does not imply any affiliation with or endorsement of such brands. This competition is not administered or sponsored by Facebook, Twitter or other social media outlets.

15. The winners of each prize will be drawn at random from the Wellington Place Parklife e-newsletter subscribers list.

16. The prize is non-exchangeable, non-transferable and no cash alternatives will be offered.

17. We reserve the right to substitute prizes with another prize of equal or higher value if circumstances beyond our control make it necessary to do so.

18. The decision of Wellington Place regarding any aspect of the advent calendar prize draw is final and binding and no correspondence will be entered into about it.

### **Winner announcement**

19. Each winner will be notified via email on the day they win a prize. This email will be sent using the email address submitted by the participant when subscribing to the Parklife e-newsletter.

20. Wellington Place will attempt to contact the winner by email up to two times.

21. If the winner does not respond to the email notifying them of their win within 14 days of the second email, they will lose their right to the prize, and Wellington Place reserves the right to choose and notify a new winner.

22. If Wellington Place is notified that the winner selected no longer works for a company at Wellington Place, Wellington Place reserves the right to choose and notify a new winner.

### **Receipt of the prize**

23. The prizes will be delivered to the winners via email or post or will be available to collect from Wellington Central at 6 Wellington Place, LS1 4AP. This information will be stated in the winner's email.

24. The prize may not be claimed by a third party on your behalf unless Wellington Place agrees otherwise.

### **Data protection and publicity**

25. You consent to any personal information you provide/have provided when subscribing to the Parklife e-newsletter mailing list being used by Wellington Place for the purposes of administering the advent calendar prize draw.

26. An announcement of the winners' first name, last name and place of work will be made via the Wellington Place website and social media channels.

27. Wellington Place does not accept any liability for any damage, loss, injury or disappointment suffered by any entrants as a result of either participating in the prize draw or being selected for a prize.

### **General**

28. Wellington Place reserves the right to cancel the advent calendar prize draw or amend these terms and conditions at any time, without prior notice.

29. These terms and conditions shall be governed by English law, and the parties submit to the non-exclusive jurisdiction of the courts of England and Wales.