

## Terms & Conditions

- GCC BDI reserves the right to accept or reject the advertisement in its sole and absolute discretion. GCC BDI needs to ensure the advertisement meets the purpose of the Board Opportunities service.
- Only non-executive positions may be advertised (non-executive director or board committee members)
- The organisation submitting the advertisement manages the application and selection process; GCC BDI is not involved in the process (other than advertising the position to its Members and Fellows) and takes no responsibility or liability whatsoever with respect to the application and selection process. The organisation will provide the direct contact for all enquiries and applications.
- GCC BDI takes no responsibility for the accuracy or validity of information provided by candidates nor will GCC BDI conduct any form of screening of candidates.
- General advertising and cross promotional advertising is not permitted. GCC BDI will not publish an advertisement which refers candidates to an agent's or third-party's website. References to a website must relate to the entity in which the position is available. Agents or other third-party email addresses are not permitted to be published in the advertisement.
- Appointment of candidates will be at the discretion of the organisation posting the board vacancy. GCC BDI will not be involved in any way in, or take responsibility for, the appointment process.
- The organisation is required to notify GCC BDI of any successful placement of a GCC BDI member
- Materials for an advertisement must be provided no later than 5 full working days in advance and are subject to the terms and conditions provided by GCC BDI.
- GCC BDI may reject, cancel or require any advertisement to be amended which it considers unsuitable or contrary to these terms or contrary to applicable law or regulations, and to remove, not publish, suspend or change the position of any such advertisement.
- The organisation advertising guarantees to GCC BDI that:
  - All information provided for the advertisement is and will be accurate, complete, true and not misleading
  - Has all the approvals and consents of any person whose name or image (in whole or in part) is placed in the advertisement
  - The advertisements are legal, decent, honest and truthful.
- GCC BDI accepts no responsibility for any interruption or delay that the organisation might experience in delivering any advertisement copy to GCC BDI or any loss or damage to any advertisement copy or any other materials.
- GCC BDI has the sole discretion as to the time, date and/or position of the advertisement

- If a booked advertisement is not published at all, solely due to a mistake on the part of GCC BDI, GCC BDI will offer an alternative publication date. If the alternative date is not accepted, the original booking will be cancelled. This shall be the organisation 's sole remedy for failure to publish the advertisement.
- If the advertisement as reproduced by GCC BDI contains a substantial error solely due to a mistake on its part, GCC BDI shall, on request, re-publish the advertisement. However, it is the organisation's responsibility to verify that the GCC BDI website advertisement is accurate and correct and advise GCC BDI immediately of any amendments.
- GCC BDI shall not be responsible, under any circumstances, for any loss of profit, loss of opportunity, loss of goodwill, loss of anticipated saving, loss of revenue and/or any other loss which happens as a side effect of the main loss suffered by the organisation or any other loss which could or could not be contemplated by GCC BDI and the organisation.
- In respect of advertisements on its website, GCC BDI does not guarantee continuous, uninterrupted access by users of the website but will use reasonable efforts to provide this.
- The organisation will fully indemnify GCC BDI for all claims, losses or expenses arising as a result of any breach or failure to perform of any of these terms and/or the use or publication of the advertisement by GCC BDI in accordance with these terms.
- The organisation grants GCC BDI the right (free of charge) to use such of the organisation's names, trademarks and/or logos as GCC BDI may consider necessary for the purposes of publishing the advertisement(s).
- The organisation may cancel an advertisement provided that notice in writing is received and acknowledged by GCC BDI. Cancellation will only be effective on confirmation of receipt of this notice by GCC BDI. The advertisement will then be removed within 1 working day.
- For the avoidance of doubt, this service being provided by GCC BDI is not, and is not intended to be, the carrying on of any recruitment or recruitment agency services or activities.