
**SPIRIT
OF
OUR
COMMUNITY**



Award Terms & Conditions

Rules

- These are the rules for the International Beverage (Holdings) Ltd (“**IBHL**”) **Spirit of our Community** Awards for the chance to win a cash award to be used to support a community initiative in accordance with these terms and conditions.
- Entry instructions available to entrants during the entry process are deemed to form part of these terms and conditions.
- By participating in the Spirit of our Community Awards all entrants will be deemed to have accepted and be bound by these terms and conditions.

What is the Spirit of our Community Awards?

The Spirit of our Community Awards is a competition to win one of the Awards described below (“**SPOC**”).

What are the Awards?

The Awards are:

- 1 x main award of £10,000 contribution to be used in connection with the community initiative described by the entrant in its SPOC entry (“the **Project**”) and in accordance with these terms and conditions (“**Main Award**”);
- 2 x runner-up awards of £1,000 contribution to be used in connection with the Project (as defined above) and in accordance with these terms and conditions (“**Runner-Up Award**”) (each an “**Award**”).

Who can enter?

- The SPOC Awards are open to not-for-private-profit organisations located within an ML5 or ML6 postcode (a “**Qualifying Entrant**”).
- Employees of IBHL or any company within the same group of companies as IBHL, and their immediate families, their agents or anyone professionally associated with the SPOC Awards (including the marketing agency, Burt Greener Communications Ltd) (**Associates**) are not allowed to enter the SPOC Awards.

ID required from Qualifying Entrants

A Qualifying Entrant must submit the following information or documentation with its SPOC Awards entry, either:

- the Qualifying Entrant’s charity or equivalent registration number depending on the type of organisation; or
- the Qualifying Entrant’s constitutional document which includes the rules of the Qualifying Entrant’s organisation and proves that the Qualifying Entrant is not run for private profit.

In the event that you are identified as the winner of an Award, IBHL will also need you to provide satisfactory evidence of your bank details including a bank statement issued in the last 30 days. Awards will not be paid into personal accounts.

IBHL reserves the right to verify any other details of any Qualifying Entrant or an Award winner. Any verification information requested must be provided within 7 days of the request.

Projects that we won't support

SPOC Awards entries for the following will not be accepted:

- Work that has already taken place
- Political donations
- Fundraising activities or challenges (e.g. costs for a sky dive etc.)
- Running costs and organisation overheads
- Conferences or seminars
- Activities which collect funds for redistribution to other charities or individuals
- Overseas appeals
- Expeditions or overseas travel
- Promotion of a religious or political cause
- Marketing promotions
- Research projects
- Projects which do not benefit communities within an ML5 or ML6 postcode

How to enter the SPOC Awards

- To enter, Qualifying Entrants should complete the application available on our corporate website (<http://www.interbevgroup.com/> within the Charitable Giving section) . Any instructions or guidance notes notified to Qualifying Entrants during the application process are incorporated into these Terms and Conditions. The guidance notes for Qualifying Entrants can also be found within the Charitable Giving section of our corporate website.
- Qualifying Entrants warrant that their SPOC Awards entry is their own work and is not copied from any other person.
- The Project described in the entry must be lawful and the Qualifying Entrant must have all licences, permissions, consents and other rights necessary to implement the Project.
- Qualifying Entrants may submit one entry only.
- The Project must benefit communities within an ML5 or ML6 postcode.
- Multiple entries will be treated as one single entry, and persistent abuse of this clause will result in immediate disqualification.
- Any third-party entries, entries submitted by anyone other than a Qualifying Entrant and entries submitted by agents will not be accepted.
- Entry is free of charge and no purchase is necessary to enter the SPOC Awards or to claim the Award.
- Any entries which are deemed offensive, abusive, illegal, or derogatory, or which contain profanity or illegal activities will be disqualified.
- Any entries which would breach IBHL's obligations regarding responsible drinking or are contrary to any of IBHL's ethical standards will be disqualified. IBHL's decision on this shall be final.
- Entries must not contain or refer to any third-party brand and must not contain or reference any third-party names, logos and/or trademarks.

When does the SPOC Awards close?

- Entries for the SPOC Awards must be submitted by 23.59hrs on the advertised closing date set out at the top of the Award application form and Award guidance notes.
- IBHL's decision about whether entries have been received before the closing date will be final.

How will the Award winners be chosen?

- A judging panel (“SPOC Award Committee”) which will include two independent judges and representatives from IBHL will aim to judge all entries within 3 weeks of the advertised closing date to determine three shortlisted entries. IBHL reserves the right to extend the judging period dependent on the level of applications received. Their decision is final in all respects.
- IBHL will contact the three shortlisted entrants to arrange a visit to their facilities/premises/organisation, as applicable. At that time anticipated final award decision date will be advised.
- Judging will be based on the Qualifying Entrant’s entry and the Project scored against the following criteria:
 - The quality and content of your application
 - Who the Project benefits and how?
 - Need and demand
 - Scope of the Project
 - If there are volunteering opportunities from the Project
 - How the Award will be spent.
- The SPOC Award Committee will aim to advise the main Award winner and Runner-Up Award winners within 3 weeks of visiting the shortlisted entrants. The Company reserves the right to extend the review period and their decision is final in all respects.

How will an Award winner be notified?

- IBHL will use reasonable efforts to contact each Award winner using the contact details set out in the Qualifying Entrant’s entry within a reasonable period following their decision.
- An Award winner must respond to this message within 14 days or it will automatically be disqualified and another winner will be chosen. IBHL cannot be responsible for a winner failing to read any correspondence due to it being caught by any spam filter or for any other reason.
- IBHL cannot be held responsible for any circumstances that cause an Award winner to be unable to claim any part of an Award.
- IBHL reserves the right to repeat this process as often as is necessary.
- Provided an Award winner consents, the Award winner and details of the Award winner’s Project will be announced by IBHL in national and local press and its various social media platforms.

Conditions for accepting an Award

- An Award winner may only spend the Award in connection with the Project and in the manner anticipated by that winner’s IBHL SPOC Awards entry.
- Award winners should keep a record of how they have used the Award as IBHL reserves the right to request more information on the success of the Project and how the Award was used at any time following the award.
- The Main Award winner should note that they will not be permitted to apply again in the year following their successful application. Instead, IBHL will invite the Main Award winner to be an independent judge in the process in the following year.

How to obtain the winners details

- The full name and region of residence of the winners may be obtained after the date of judging by sending a stamped self-addressed envelope detailing your request to Spirit of our Community Awards, International Beverage (Holdings) Ltd, Moffat Distillery, Towers Road, Airdrie, ML6 8FU within 3 months of the actual closing date.

SPOC Awards Publicity

- Each Award winner and representatives of each winner will be required to participate in publicity connected with the SPOC Awards.
- By participating in the SPOC Awards, the Qualifying Entrants agree that IBHL will have the right, without additional payment or permission, to use their names and location of the winning entity for the purposes of announcing the winner and for related promotional purposes. Qualifying Entrants agree that IBHL may use any photographs, images or film that are contained in a Qualifying Entrants entry or supplied in connection with the Project or an Award or otherwise in connection with the SPOC Awards in any media across the world, at any time, without restriction and that such use will not infringe the rights of any third party.
- If IBHL allows a Qualifying Entrant or winner to use its name or logo such use must be in accordance with IBHL's brand guidelines and subject to IBHL's approval.
- Please note that any winner's representative under the age of 25 will not be eligible to participate in publicity.

Substitution of an Award

- Substitution or transfer of any Award is not permitted.

Your Privacy

- IBHL will only use personal data submitted by Qualifying Entrants in accordance with its Privacy Policy, which is available on the corporate website <http://www.interbevgroup.com/> and will only be used for the administration of the SPOC Awards, unless consent is obtained to use the personal data, submitted by Qualifying Entrant's for other purposes such as marketing and other promotions.

Brand Protection

- The winner must not do anything which could, in the reasonable opinion of IBHL, bring IBHL, its brands or any of the Associates into disrepute before, during or after the SPOC Awards.
- It is the responsibility of the Qualifying Entrant to retain copies of their application and any additional materials submitted as IBHL will not return any applications or other documentation or materials to entrants. Entrants are reminded not to submit any original documentation to IBHL but copies only.

IBHL

- The promoter is International Beverage (Holdings) Ltd, Moffat Distillery, Towers Road, Airdrie, ML6 8FU
- IBHL's decision on all aspects of the SPOC Awards is final and binding.
- IBHL has the right to refuse to award an Award to any entrant which it reasonably believes has broken any of these rules.
- IBHL takes no responsibility for any entry or claim that is lost, delayed, misdirected, corrupted or incomplete or which cannot be delivered for any technical, delivery or other reason.
- In the event of circumstances outside the reasonable control of IBHL, or otherwise where fraud, abuse and/or an error (human or computer) affects or could affect the proper operation of the SPOC Awards or the awarding of an Award and only where circumstances make this unavoidable, IBHL reserves the right to cancel or amend the SPOC Awards or these terms and conditions at any stage, but will always endeavour to minimise the effect to participants in order to avoid undue disappointment.
- IBHL reserves the right to refuse to award an Award, withdraw an Award entitlement, refuse further participation in the SPOC Awards or disqualify an entrant if there are reasonable grounds to believe: (a) there has been a breach of these terms and conditions (or the spirit of them); (b) a participant has gained unfair advantage in participating in the SPOC Awards; or (c) a participant has won using fraudulent means. IBHL will be the final arbiter in all decisions and no correspondence will be entered into in relation this clause.

- By participating in the SPOC Awards, the Qualifying Entrants agree that, to the extent permitted by law, IBHL is not liable for any injury, loss or damage to persons or property which may be caused, directly or indirectly, from any Qualifying Entrant's participation in the SPOC Awards or from any Award winner accepting or using an Award (except for any negligence or liability by law).
- These terms and conditions prevail in the event of any conflict or inconsistency with any other communications, including advertising or promotional materials. Please retain a copy for your information.
- IBHL encourages responsible drinking and encourages consumers to read <http://www.drinkaware.co.uk/> for more information.
- Any dispute arising in connection with the SPOC Awards shall be governed by the law of Scotland and the courts of Scotland shall have exclusive jurisdiction.