

Membership Terms & Conditions

Effective from: 21/02/2026

These Terms & Conditions govern membership of Handbags & Briefcases (“H&B”, “we”, “us”). By becoming a member or attending a paid event, you agree to the following terms.

1. Membership Structure

1.1 Monthly Membership

- Membership is **£15 per calendar month**.
- Payment is made by **monthly Direct Debit**.
- Direct Debit payments are collected on the **1st of each month**.
- Membership runs on a rolling monthly basis until cancelled.

1.2 Non-Members

- Non-members may attend a Sounding Board meeting at a cost of **£25 per meeting**, subject to availability and advance booking.

1.3 First Meeting Free

- Individuals who have not previously attended a Handbags & Briefcases Sounding Board may attend their first meeting free of charge.
- This applies once per person and must be booked in advance.

2. Membership Suitability

Handbags & Briefcases is a professional membership organisation designed primarily for **women business owners, directors, and leaders**.

H&B reserves the right to determine the suitability of membership applications to ensure alignment with the ethos, values and purpose of the organisation.

3. Payment Terms

- Membership fees are payable monthly via Direct Debit on the 1st of each month.
- If a payment fails, membership benefits may be suspended until payment is resolved.
- Event fees for non-members must be paid in advance to secure a place.

4. Direct Debit Guarantee

All Direct Debit payments are covered by the **Direct Debit Guarantee**.

- You will receive advance notice of any changes to the amount, date, or frequency of your Direct Debit.
- If an error is made in the collection of your Direct Debit, you are entitled to a full and immediate refund from your bank.
- You may cancel your Direct Debit at any time through your bank or by notifying H&B.

5. Membership Benefits

Membership includes (but is not limited to):

- Access to monthly meetings, including Sounding Board sessions
- Events must be booked in advance to confirm your place
- Reduced event pricing where applicable
- A business profile listing on the Handbags & Briefcases website
- Login access to upload and manage your business details
- Access to member communications and opportunities

H&B reserves the right to amend membership benefits as the organisation evolves.

6. Website Directory Listing

- Members are responsible for maintaining accurate and appropriate information in their website profile.
- H&B reserves the right to edit or remove content that is inaccurate, inappropriate, misleading, or inconsistent with the organisation's values.

7. Cancellation of Membership

- There is **no minimum term**.
- Membership may be cancelled at any time.
- Cancellation must be received before the end of the current calendar month.
- If cancelled before month end, the following month's Direct Debit will not be collected.
- No partial refunds will be given for part months.

8. Event Bookings & Refunds

- Event bookings are non-transferable unless agreed in advance.

- Refunds for paid events may be issued at H&B's discretion where cancellation is received at least 7 days before the event.
- No refunds will be given for non-attendance without notice.

9. Code of Conduct

Members and attendees agree to:

- Conduct themselves professionally and respectfully
- Maintain confidentiality of discussions held within meetings
- Avoid aggressive or pressurised selling
- Support a positive and collaborative environment

H&B reserves the right to refuse entry or terminate membership where conduct is considered inappropriate or damaging to the community.

10. Limitation of Liability

Discussions, opinions and information shared during meetings are for general business support and peer learning purposes only. Members remain responsible for their own business decisions.

H&B accepts no liability for decisions made as a result of participation in meetings or events.

11. Photography & Media

Photographs may be taken at events for marketing purposes. Members may opt out by notifying the organisers at the event.

12. Data Protection

Personal data will be stored securely and used solely for H&B administration and communication. Data will not be sold or shared with third parties without consent.

13. Amendments

H&B reserves the right to amend these Terms & Conditions. Members will be notified of any material changes.