

Advertising Terms & Conditions

Payment

Receipt of your booking form confirms your advert with Visit Winchester for 2018. The Visit Winchester team will invoice you accordingly in January 2018 for payment. Payment of the invoice can be by cash, cheque (made payable to Winchester City Council) or credit/debit card. If you are eligible for a discount as a member of the Visit Winchester & Heart of Hampshire Destination Management Partnership (DMP) this will be applied when you are invoiced.

Order of advertisements (visitor guide only)

As far as possible display advertisements will be grouped according to theme in the relevant editorial section of the guide. Late advertisements, where accepted, will be positioned as page layout allows. The final decision on the position of any advertisement rests with the editor.

Proofing

A colour proof of the visitor guide advertisement will be supplied to the advertiser for approval. If this is not returned by the specified deadline it will be assumed that no corrections are required. Please note we cannot always accommodate requests to see further proofs. The initial advert design and two revisions are included in your advertising cost, further revisions will be charged at an additional £35 per hour.

Cancellation

Advertisers' orders cannot be cancelled after acceptance. Failure to meet the criteria and accommodation criteria (as shown below) throughout 2018 will result in the establishment's advert being removed from www.visitwinchester.co.uk

General

Winchester City Council reserves the right to refuse, amend, withdraw or otherwise deal with all advertisements and website entries submitted at their discretion. All advertisements and website entries must comply with the British Code of Advertising Practice and must in no way contravene the Trade Descriptions Act.

If there is any error or omission in respect to any advertisement as it appears in published form, Winchester City Council shall be under no liability to the advertiser, other than to consider a refund of the advertisement charge or a correction on the website in question. Winchester City Council will not refund the advertisement charge for inaccuracies not corrected by the advertiser on the proof.

Photographs and artwork

Digital photographs (jpeg file 300 dpi at actual size) should be sent to advertising@winchester.gov.uk or via www.wetransfer.com. Cropping may be necessary at the designer's discretion. Previous advertisers may be able to re-use their photograph from last year.

Display advertisers submitting their own artwork must provide 300dpi CMYK press ready PDF's including 3mm of bleed where applicable and email to advertising@winchester.gov.uk. Please note that these files cannot be amended.

Display advertisers not submitting their own artwork can supply a photograph and text from which the designer will produce a standardised display advertisement.

Please note that any images supplied may be used by Winchester City Council, national and regional tourist boards, tourist information centres and other carefully selected third parties for tourism related purposes. Where relevant please ensure that the agreement of any individual featured in an image has been obtained for such use. Winchester City Council cannot guarantee that the image supplied will be published or used.

All photographs supplied must not infringe any existing copyright or intellectual property right. The image must be accurate and if published must not constitute any offence under the Trade Descriptions Act or the Consumer Protection Act, or any other code of practice relating to advertising or sales promotion.



Accommodation Providers

At Visit Winchester we are passionate about promoting local tourism businesses. We also recognise that visitors have the right to be fully informed with clear and accurate information about accommodation and expect an appropriate level of quality and service. We want to work with businesses that are equally committed to these principles.

Accommodation providers can show their commitment to these principles in one of the following ways:

- Taking part in Visit England's national quality assessment scheme and achieving a star rating which is based on the quality of your facilities, services and hospitality. This service is provided by the AA.
- Being part of one of the following self-catering agencies; Hoseasons, The Original Cottage Company or Coast & Country Cottages.
- Being part of the Camping & Caravanning club
- Being part of a recognised and accredited brand
- Signing and agreeing to the Visit Winchester Accommodation Charter (conditions apply)

Hotel and B&B providers are required to also sign up to the Visit Winchester Accommodation Booking service for which a commission is taken.

The TIC charges the visitor 10% of the first nights total fee, which the accommodation establishment then deducts from the customers bill. A booking form is sent to the provider with a breakdown of the costs for clarification.

For self catering and alternative accommodation providers (such as campsites, yurts, and shepherds huts) the TIC does not offer a booking service and customers are expected to contact the establishment directly.

Visit Winchester expects any accommodation establishment to be open for a minimum of 6 months per year.

All accommodation providers are required to provide Visit Winchester with an access statement, this is a written, clear and accurate, and above all honest description of your current facilities and the services you offer, to enable a potential visitor to make an informed decision as to whether your business meets their particular access needs.

Food & Drink providers

All eating establishments must have achieved a 3 or above in the Food Hygiene Rating Scheme. Failure to do so throughout 2018 will result in the establishment's advert being removed from www.visitwinchester.co.uk

Data protection

By completing this form your details will automatically be stored on the Winchester City Council contact database. With the new EU data protection laws coming into effect in 2018 we want to make it clear what your data will be used for. Your data will be used by Winchester City Council for business marketing and financial communications. If you are a member of the Destination Management Partnership your details may be shared with our partners Tourism South East, East Hampshire District Council and the South Downs National Park. We do not share your data with third parties other than stated previously. If you would like to opt out at any time please email advertising@winchester.gov.uk.

