

Menzies Aviation plc Video Competition Terms and Conditions (November 2021)

1. THE COMPANY

The Company is: Menzies Aviation plc with company number 02961404 and its registered office at MW1 Building 557, Shoreham Road, London Heathrow Airport, Middlesex TW6 3RT, United Kingdom

2. THE COMPETITION

2.1

The title of the competition is Menzies Aviation plc MORSE Month Video Competition (the "Competition").

2.2

The Competition offer is described below and more fully in the other provisions of these terms and conditions

- Upload your videos relating to **one (or multiple) of the four categories** onto the dedicated MORSE Month webpage on wearemenzies.com.
- All submissions may be displayed at respective stations and become the property of Menzies Aviation. Videos will not be returned
- The Company will offer four separate awards equivalent to the sum of £1000 (GBP Sterling) (an aggregate total prize fund of £4000), to be issued by your local station with each video chosen as a winner receiving a prize equivalent to the sum of £1000. The prize shall be for the benefit of the winner's relevant team in accordance with the provisions of paragraph 5 below.
- Team submissions are welcomed and actively encouraged.
- If you accept this offer, then you pass to the Company all rights to the videos and their use.
- The winners will be selected through a panel formed of senior company representatives.

3. HOW TO ENTER

3.1

The Competition will run on the date on which the Competition is announced (6th September 2021) to employees (the "**Opening Date**") and will close on 30th November 2021 (the "**Closing Date**") Note: it may be necessary to extend the deadline date and Menzies Aviation has the right to do this and will communicate that (if required) accordingly.

3.2

All Competition entries must be uploaded through the MS Form located on wearemenzies.com as a copy of the original file in the correct requested format. All Competition entries received after the Closing Date (including any extension – see 3.1) are automatically disqualified.

3.3

To enter the Competition:

(a) upload a copy of the video through the MS Form located on the dedicated MORSE Month webpage on wearemenzies.com by the Closing Date. All videos will be shared on the MM2021 MS Teams group.

3.4

The Company will **not** accept responsibility for Competition entries that are lost, mislaid, damaged or delayed in transit, regardless of cause, including, for example, as a result of any postal failure, equipment failure, technical malfunction, systems, satellite, network, server, computer hardware or software failure of any kind.

3.5

By submitting a Competition entry, you are agreeing to be bound by these terms and conditions.

3.6

The Competition entries will be judged by a panel formed of senior company representatives and the decision of the panel will be final.

4. ELIGIBILITY

4.1

The Competition is only open to employees of the Company

For the purpose of these terms and conditions, "Group" shall mean in relation to a company, that company, any subsidiary or holding company from time to time of that company, and any subsidiary from time to time of a holding company of that company.

4.2

In entering the Competition, you confirm that you are eligible to do so and eligible to claim the prize.

4.3

The Company will not accept Competition entries that are:

- (a)** automatically generated by computer;
- (b)** completed by third parties or in bulk;
- (c)** illegible, have been altered, reconstructed, forged or tampered with;
- (d)** incomplete.

4.4

There is no limit of entries per station. Entries on behalf of another person will not be accepted. Joint submissions are permitted and team submissions are actively encouraged.

4.5

The Company reserves all rights to disqualify you if your conduct is contrary to the spirit or intention of the prize Competition.

4.6

Competition entries cannot be returned.

5. THE PRIZE

5.1

The prizes (four separate awards of vouchers equivalent to the sum of £1000 (GBP Sterling) in local currency (an aggregate total prize fund of £4000, to be issued by your local station with each video chosen as a winner receiving a voucher equivalent to the sum of £1000 will be provided to the respective regional SVP/VP to procure vouchers at their discretion to ensure it will be usable in their country of origin. This cost will be re-charged to the central group risk budget.

The prize is awarded to the business unit of where the video originated. The business unit manager will be asked to spend the £1000 (GBP Sterling) or equivalent sum to either treat the staff, lunch, pizza, party, purchase equipment or games for the break room or distribute amongst staff as they deem fit. For the avoidance of doubt, no cash shall be distributed amongst staff and the manager cannot use the money to go into the P&L. The business unit manager will need to supply photographic & invoice evidence on what they spend it on before Menzies Aviation plc Head Office can authorise the recharge of £1000 (GBP Sterling) or equivalent sum in local currency =.

6. WINNER ANNOUNCEMENT

6.1

The winners of the Competition from time to time will be contacted personally as soon as practicable after the decision, using the telephone number or email address provided with the Competition entry. The Company will not amend any contact information once the Competition entry form has been submitted. By entering this competition, you consent to the Company announcing the Winners of the Competition publicly at its discretion.

7. CLAIMING THE PRIZE

7.1

Please allow for delivery of the prize up to one month from the date of notification of winning the Competition.

7.2

The prize may not be claimed by a third party on your behalf.

8. LIMITATION OF LIABILITY

Insofar as is permitted by law, the Company, its agents or distributors will not in any circumstances be responsible or liable to compensate the winner or accept any liability for any loss, damage occurring as a result of taking up the prize except where it is caused by the negligence of the Company, its agents or distributors or that of their employees. Your statutory rights are not affected.

9. OWNERSHIP OF COMPETITION ENTRIES AND INTELLECTUAL PROPERTY RIGHTS

9.1

All winning Competition entries and any accompanying material submitted to the Company will become the property of the Company.

9.2

By submitting your Competition entry and any accompanying material, you agree to:

- (a)** assign to the Company all your intellectual property rights with full title guarantee; and
- (b)** waive all moral rights,

in and to your Competition entry and otherwise arising in connection with your entry to which you may now or at any time in the future be entitled under the Copyright, Designs and Patents Act 1988 as amended from time to time and under all similar legislation from time to time in force anywhere in the world.

9.3

You agree that the Company may, but is not required to, make your entry available on its website and any other media, whether now known or invented in the future, and in connection with any publicity of the Competition. You agree to grant the Company a non-exclusive, worldwide, irrevocable licence, for the full period of any intellectual property rights in the Competition entry and any accompanying materials, to use, display, publish, transmit, copy, edit, alter, store, re-format and sub-licence the Competition entry and any accompanying materials for such purposes.

10. DATA PROTECTION AND PUBLICITY

10.1

If you are the winner of the Competition, you agree that the Company may use your name, image and location of employment and details of the video to announce the winner of this Competition and for any other reasonable and related promotional purposes.

10.2

You further agree to participate in any reasonable publicity required by the Company.

10.3

By entering the Competition, you agree that any personal information provided by you with the Competition entry may be held and used only by the Company or its agents and suppliers to administer the Competition.

11. GENERAL

11.1

If there is any reason to believe that there has been a breach of these terms and conditions, the Company may, at its sole discretion, reserve the right to exclude you from participating in the Competition.

11.2

The Company reserves the right to hold void, suspend, cancel, or amend the prize Competition where it becomes necessary to do so.

11.3

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.