

Walbrook Graduation 2026 Booking Terms and Conditions

1. Bookings

- 1.1 Bookings are made through the Ede & Ravenscroft online booking system.
- 1.2 By completing a booking, you confirm that you have read and agree to these terms and conditions on behalf of yourself and any guests included in your booking.
- 1.3 Online bookings for graduate places and guest tickets close at 11:00pm on Thursday 15 October 2026.
- 1.4 Places and guest tickets are subject to availability.
- 1.5 Graduates may book up to **eight guest tickets** through the online booking system. If you would like to request additional guest tickets, please contact graduation@walbrook.ac.uk. Additional tickets are subject to availability and cannot be guaranteed.

2. Guest tickets

- 2.1 The graduate's place at the ceremony is complimentary.
- 2.2 Guest tickets are priced as follows:
 - i Adults and young people aged 12+: £50
 - ii Children aged 5–11: £25
 - iii Children under 5: Free, provided they sit on the lap of a parent or guardian and do not require a separate seat.
 - iv Carers: Free, where required to support an attendee.
- 2.3 Guest tickets include attendance at the ceremony, refreshments on arrival, and the reception and afternoon tea following the ceremony.

3. Changes or cancellation by Walbrook Institute London/LIBF

- 3.1 Walbrook Institute London/LIBF reserves the right to make changes to the ceremony arrangements where necessary, including timings, venue arrangements or other event details.
- 3.2 In the unlikely event that the ceremony is cancelled, any ticket fees paid will be refunded in full.

- 3.3 We will make reasonable efforts to notify registered attendees of any significant changes or cancellation using the contact details provided when booking.

4. Travel and accommodation

- 4.1 Walbrook Institute London/LIBF is not responsible for any travel, accommodation or other associated costs incurred in connection with attending the ceremony.
- 4.2 We recommend booking flexible or refundable travel and accommodation where possible, in case circumstances outside our control affect the event or your travel arrangements.

5. Cancellation by you

- 5.1 Requests for a full refund of guest tickets must be made by **11:00pm on Sunday 18 October 2026**.
- 5.2 Refund requests received after this deadline cannot be accepted.
- 5.3 For refund requests or queries, please contact graduation@walbrook.ac.uk.

6. Payment and confirmation

- 6.1 Photography and filming will take place during the Graduation and Presentation Ceremony and associated activities. Images and footage may be used by Walbrook Institute London/LIBF for communications, publications and promotional purposes.
- 6.2 Where an individual is specifically identified or featured, personal data will be handled in accordance with our Privacy Notice and applicable data protection requirements.
- 6.3 If you have concerns about being photographed or filmed, please contact graduation@walbrook.ac.uk before the ceremony.

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8. Data protection

- 8.1 Walbrook Institute London/LIBF will process personal data provided in connection with graduation in accordance with applicable data protection legislation and our Privacy Notice.

Further information about how we collect, use and protect personal data is available in our [Data Protection, Privacy and Cookie Policy](#).