

Terms & Conditions for Race to Sustainability!

1. Registration, Payment and Confirmation

1.1. Registration, Booking Requests and Programme Reservation Form

a. Competition Event

- (i) Registration for the competition event must be made in writing by 10 October 2025, 5pm. Registration will close on 10 October 2025, 5pm or when slots are full (whichever comes first).
- (ii) Once registration for the competition event has been submitted to Gardens by the Bay, any requests for amendments must be made in writing by 14 October 2025, 5pm and is subject to the approval of Gardens by the Bay.

b. Lower Primary Self-Guided Programme

- (i) The school's intention to visit should be communicated to the Gardens via email at least 3 weeks before the visit.
- (ii) The Organised Activity Form should be submitted to Gardens by the Bay via email at least 2 weeks before the visit.

1.2. Payment

- a. The fees stated includes 9% GST.
- b. The fee(s) stated are subject to change without prior notice.
- c. Some aspects of the competition event are weather permitting. In the event of wet weather, Gardens by the Bay reserves the right to amend or replace the affected outdoor activities without prior notice at its sole and absolute discretion.
- d. For schools paying via Credit Card (online):
 - (i) Full payment must be made 5 working days before the competition event. Registration is confirmed only upon receipt of full payment and the issuance of an official Gardens by the Bay Programme Confirmation email from our Education officer.
 - (ii) There will be no refund upon receipt of full payment.
- e. For schools paying via Vendors@Gov / IFAAS:
 - (i) Registration is confirmed only upon the issuance of an official Gardens by the Bay Programme Confirmation email from our Education officer.
 - (ii) Schools will be billed after the competition event is completed. Please note that payment must be received 30 calendar days from the invoice date.

1.3. Programme Confirmation

- a. No amendments may be made after the Programme Confirmation email is issued.

- b. The Programme Confirmation email must be brought along as proof of registration on the day of the competition event.

- 1.4. There will be no refund should there be absentees on the day of the competition event, or a postponement of the competition event.

2. Cancellation / No-show

- 2.1. The cancellation / no-show policy is as follows:

Within 7 calendar days of the date of the programme as indicated on the Programme Reservation Form.	100% of total programme fee charged.
No-show on the scheduled date of the programme	

- 2.2. Should Gardens by the Bay initiate cancellation of the booking due to unforeseen circumstances, we shall endeavour to inform participants or group representatives at least 3 calendar days prior to the date of the programme and arrange for an alternative programme date. If an alternative date cannot be agreed upon, Gardens by the Bay will provide a full refund. Gardens by the Bay will not bear any responsibility for travel expenses or any other costs which might have been incurred.

3. Punctuality

- 3.1. The competition event will start at the stipulated time regardless of attendance. Should participants be late, the competition event will not be extended to compensate for the late start time.
- 3.2. Should Gardens by the Bay start the programme late due to unforeseen circumstances, the programme will be delivered in its entirety.

4. Disclaimers

- 4.1. Gardens by the Bay shall not be responsible or liable for any injuries or losses suffered by the competition event and lower primary self-guided programme participants.
- 4.2. Students must be accompanied by teachers and / or adult chaperones at all times (based on the prevailing ratio as recommended by MOE), during the entire duration of the competition event and lower primary self-guided programme and while they are within the premises of Gardens by the Bay. Schools shall ensure the safety, well-being and proper behaviour of their students.

5. Competitions

- 5.1. The judges' decision is final and no correspondence will be entertained.
- 5.2. Gardens by the Bay reserves the right to change any terms of the competition(s) without prior notice and substitute any prize with one of similar value.
- 5.3. By taking part in the competition(s), you understand and accept without condition that Gardens by the Bay may elect to use your information contained herein for internal marketing purposes in a manner it deems fit whilst according your privacy or confidentiality with the highest priority.
- 5.4. Gardens by the Bay shall not be held liable in the event that the competition(s) is / are terminated or scaled down or otherwise modified for any reason or cause beyond the control of the company.

6. Copyright and Intellectual Property

- 6.1. All title, ownership rights and intellectual property rights (including all copyrights) in and relating to the programme and any copies thereof (including but not limited to any titles, themes, concepts and any related documentation) are owned by Gardens by the Bay.
- 6.2. Audio and video recordings of the programme are strictly prohibited without prior written approval from Gardens by the Bay.
- 6.3. Photographs and / or videos of the competition event and lower primary self-guided programme taken by staff are deemed the property of Gardens by the Bay and we reserve the right to use these photographs and / or videos in the Gardens' internal and external communications.

7. Programme / Gardens Etiquette

a. Competition Event

- (i) Keep the Gardens clean.
- (ii) Care for the flora and fauna in the Gardens.
- (iii) Do not run in the Conservatories.
- (iv) Stay on the paths and keep out of the flower beds, trees and shrubs.
- (v) Take extra care along the open boardwalk at the Dragonfly Lake and / or near the edge of any water bodies.
- (vi) Food and drinks (except plain water) are not allowed in the Conservatories.
- (vii) Watch out for service vehicles, buggies, or Garden Cruisers which may be driving by.

b. Lower Primary Self-Guided Programme

- (i) Teacher(s)-in-charge should accompany all participating students at all times.
- (ii) Keep the Gardens clean.
- (iii) Care for the flora and fauna in the Gardens.
- (iv) Do not run in the Conservatories.
- (v) Stay on the paths and keep out of the flower beds, trees and shrubs.
- (vi) Take extra care along the open boardwalk at the Dragonfly Lake and / or near the edge of any water bodies.
- (vii) Watch out for service vehicles, buggies, or Garden Cruisers which may be driving by.

8. All Rights Reserved

- 8.1. Gardens by the Bay reserves the right to amend, delete and/ or add to these terms and conditions without prior notice at its sole and absolute discretion.