

11th June 2019

Dear XX

Wessex Water Services Limited (Wessex Water) Data Hackathon (the Event)

Thank you for registering your interest in the Event. We look forward to welcoming you to the Skype session on 28 June and wanted to confirm in writing the arrangements. Please read this letter carefully as it forms the basis for your participation in the Event. We will need you and each member of your team to confirm your acceptance of these arrangements by signing and returning a copy of this letter to us. You can email the signed copies to marketplace@wessexwater.co.uk. The Team will not be able to participate in the Event unless we have a signed copy of this letter from all members.

1. The Event

The Event will take place in two stages.

Skype introduction session

The skype session will take place on **Friday 28 June** between **2 - 3pm**. It will take place via the Skype system. At least one Team member should attend. The data will be made available via marketplace.wessexwater.co.uk and details of the event run through at the introduction session.

Presentation Session

We will hold a Presentation Session on **Tuesday 20 August** between **9:30am – 2pm**. This will be held at Wessex Water Operations Centre. All members of the team must be present at the presentation session unless otherwise agreed with Laura Mann.

We will create a Slack group for the Event and any queries during the Event can be raised via this group. All entrants will be sent an email with a link to join this group. [You](#) will also be assigned a buddy for the duration of the event who we recommend you check in with at least once to discuss the investigation so far.

2. The Team

The Team can be between 1 and 5 participants and all Team members must be at least 18 years old.

Individuals are not able to participate in the Event if they are employees of Wessex Water or its affiliates or are related to any of the Event judges.

3. Rules for the Event

The Team will be provided with data marketplace.wessexwater.co.uk. The Team will analyse the data, incorporating any other publicly available data as they see fit. The Team will submit and present its findings (**Entry**) for judging at the Presentation Session.

The Entry may be presented in a form chosen by the Team, for example a PowerPoint presentation, a written summary or an interactive demonstration. The Entry must be presented and submitted in English.

Where the Entry is a presentation, this must be no longer than 15 minutes. Any written reports must be submitted by 12pm on Friday 16 August and be no longer than four (4) sides of A4.

The Entry must be the Team's original work and must not be funded, in whole or in part, by any third party. By submitting the Entry, the Team confirms that they are not aware of any intellectual property rights in or associated with the Entry that are owned by third parties or may prevent commercial exploitation of the Entry.

Any intellectual property rights in the Entry will be owned by the Team. You are free to use your Entry (and any creative ideas, concepts, materials and works it embodies) in any way you wish after the Event. However, you agree that for six (6) months following the Event Wessex Water will have right of first refusal to opt to work with the Team to further develop or commercially exploit the Entry (and any creative ideas, concepts, materials and works it embodies) and you will grant Wessex Water a non-exclusive, unlimited, irrevocable, royalty-free license to use the Entry (and any creative ideas, concepts, materials and works it embodies) and any further development for this purpose and the purpose of conducting its business. During such period, Wessex Water requests that the Team contacts Wessex Water at marketplace@wessexwater.co.uk before communicating with anyone else in that respect.

4. Judging and awards

The panel of judges will be selected by Wessex Water and will consist of Wessex Water employees. The winning Team will be announced at the Presentation Session.

There will be two prizes both of £500 each, one awarded to the commercial organization and one to the academic/voluntary group that come top of their respective teams. Wessex Water reserves the right to award additional prizes or to vary the prizes, however the amount of prize money specified above will not be reduced. Wessex Water will decide which category is most appropriate for each team and inform them of this at the start of the Event.

The judging criteria will be made available to all Teams at the introduction session.

All decisions related to judging of Entries are at the sole discretion of Wessex Water and are final and binding.

5. Confidentiality and publicity

The Team acknowledges that while participating in the Event, it may receive or have access to information that is confidential or proprietary to Wessex Water, its affiliates, agents and/or suppliers (Confidential Information).

All Confidential Information is to be kept strictly confidential, regardless of whether such information is marked as "confidential". You must not disclose it to anyone or use it for any

purpose other than participating in the Event without obtaining prior written permission from Wessex Water.

Following the Event, you must immediately return any Confidential Information to Wessex Water if requested, as well as any draft, working paper and note that contains Confidential Information.

You will not refer to Wessex Water or the Event in any publicity or promotional activity, such as press releases, without the prior written approval of the Wessex Water PR department. Email marketplace@wessexwater.co.uk with any requests for PR.

6. Your information

Any and all personal information obtained by Wessex Water will be treated in accordance with Wessex Water's privacy policy which can be found here: <https://www.wessexwater.co.uk/Privacy-policy/>. Participants will be contacted in connection with the Event.

During the Event, Wessex Water may take photographs and/or video/audio footage for use in Wessex Water promotional and publicity materials (including but not limited to Wessex Water websites or other media). Photography consent forms will be given out at the Presentation Session.

7. General

The Team will be responsible for its own costs and expenses in relation to the Event, including but not limited to travel costs. Wessex Water may, at its discretion, reimburse travel costs for academic/voluntary groups. However, there is a free Wessex Water bus service to the office that we encourage Teams to use. The Team is also solely responsible for any damage to their property during the course of the Event.

Wessex Water reserves the right to cancel or postpone the Event for any reason without liability, for example due to circumstances outside Wessex Water's control.

Without prejudice to any other right or remedy of Wessex Water, the Team may be excluded from the Event or from receiving any prizes or have an awarded prize cancelled if any member of the Team fails to comply with the terms of this letter agreement.

Nothing in this letter agreement nor the award of any prize constitutes any obligation on the part of Wessex Water to enter into any future agreement or relationship.

This letter agreement constitutes the whole agreement and understanding between Wessex Water and the Team members relating to the Event.

This letter agreement is personal to you and no member of the Team may assign, sub-contract or otherwise transfer his/her rights or obligations without Wessex Water's prior written consent.

The laws of England and Wales apply to this letter agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) and you agree to submit to the exclusive jurisdiction of the Courts of England and Wales.

Yours sincerely,

Laura Mann
For and on behalf of Wessex Water Services Limited

Each member of the Team acknowledges receipt and agrees to the terms of this letter agreement.

Signed

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XXXX

Date.....