



## **Terms and conditions**

### **1 Definitions and Interpretations**

In this document, unless the context otherwise required;

- 1.1 “Whiston Hall” is the venue and/or its representatives working in an official capacity.
- 1.2 “Client or Clients” is/are the person(s) making the booking.
- 1.3 “Contractors” are third parties hired by Whiston Hall or the Client.
- 1.4 “Order” is a formal and binding agreement.
- 1.5 “Month” is a calendar month

### **2 Venue Hire**

- 2.1 The hire period is for the date specified and agreed with Whiston Hall. It can only be altered in agreement with Whiston Hall and confirmed in writing. Whiston Hall reserves the right to accept or refuse such request to extend a booking time at their discretion and without explanation.
- 2.2 Exclusive events must include all available rooms and accommodation. Additional time required for setting up must be agreed in advance with Whiston Hall, and may not be permitted if another event either precedes or follows yours.

### **3 Payments and Pricing**

- 3.1 All orders are confirmed only after the Terms & Conditions are signed and returned, and all relevant deposits have been paid. Whiston Hall reserves the right to cancel your function if payment conditions are not upheld. Receipt of this signed document and deposit confirms your acceptance of all terms and conditions.
  - 3.1.1 To secure an order the following payment is required;
    - £500 for the venue
    - £50 for the disco
  - 3.1.2 12 months prior to wedding date the following payment is required;
    - 25% of the full value of the order less any monies already paid
    - The full value of stationary, invitations and any bespoke requests.
  - 3.1.3 6 months prior to wedding date the following payment is required;
    - 50% of the full value of the order less any monies already paid
    - The full value of stationary, invitations and any bespoke requests.
  - 3.1.3 2 months prior to wedding date the following payment is required;
    - 100% of the full value of the order less any monies already paid
    - The full value of stationary, invitations and any bespoke requests.
- 3.2 Prices are correct at the time of booking. While every effort will be taken to maintain its current prices Whiston Hall reserves the right to increase its charges in line with the prevailing rate of inflation. Should any price change by an amount higher than the prevailing rate of inflation the

Whiston Hall or the Client may renegotiate the order.

#### **4 Cancellations**

4.1 In the event of cancellation we regret that no monies can be refunded under any circumstances.

#### **5 Force majeure**

5.1 Whiston Hall reserves the right to cancel any booking without any liability on their part in the event of any situations beyond its control, for example, discontinued materials and postal disputes, Act of God, War, Strike, Lockout, Labour Dispute (e.g. Royal Mail), Fire, Flood, Drought or other causes beyond their control which shall prevent them from discharging their obligation in connection with any order. In such cases, all fees paid will be returned forthwith. Whiston Hall will not be responsible for any consequential loss arising from this condition.

#### **6 Liabilities**

6.1 Whiston Hall (for itself and any other business run by it, its employees, and agents) shall not be liable to the Client or third parties for any accident, damage, loss, injury, expense or inconvenience which may be suffered, incurred, arising out of or in any way connected with the hiring of the venue or grounds. No term of the contract is enforceable under the Contract (Rights of Third Parties) Act 1999 by a person not party to the Contract.

6.2 Whiston Hall does not accept liability for outside contractors and service providers, any damage incurred by them, or their failure to fulfil their contract.

6.3 It is the client's responsibility to specify and liaise with all suppliers and/or sub-contractors.

6.4 All children (up to the age of 16) are the responsibility of their parents; they must be supervised at all times and any damage caused by them will be reimbursed by the clients.

6.5 The Clients are responsible for the behaviour and actions of their guests while at Whiston Hall and will be responsible for any damage or loss caused by inappropriate behaviour which may result in the event being stopped early, and the offending guests removed from the property.

#### **7 Progress meetings**

7.1 Twelve months prior to the wedding a meeting will be scheduled to;

- Pay the Interim payment
- Pay for stationary
- Confirm all contractors details
- Agree details of all other arrangements

7.2 Six months prior to the wedding a meeting will be scheduled to;

- Pay the Interim payment
- Confirm all contractors details
- Agree details of all other arrangements

7.3 Two months prior to the wedding a meeting will be scheduled to;

- Pay the final balance
- Confirm all contractors details
- Agree details of all other arrangements

By signing this document and making / receiving payment you agree to be bound by it.(in all instances English law prevails).

➤ Signed on behalf of Whiston Hall

➤ [Print Name].....

Date.....

➤ Signed by Client 1

➤ [Print Name].....

Date.....

➤ Address.....

➤ Signed by Client 2

➤ [Print Name].....

Date.....

➤ Address.....