

TERMS AND CONDITIONS

Please read these Terms and Conditions carefully, as acceptance of these is a requisite of any booking. All bookings are accepted, subject to the following Terms and Conditions, which form part of the contract of hire.

1. Definitions

1.1 The "**CLIENT**" means the person/s, organization or company booking the equipment, act or entertainment with the "COMPANY".

1.2 The "COMPANY" means **Add Magic Bespoke Events | Teepee Parties**.

1.3 'Dry' hire is the hire of equipment for the 'HIRER' to operate and supervise themselves.

1.4 'Wet' hire is the hire of equipment or entertainment accompanied by a company representative to supervise the use of the booked equipment or entertainment.

2. Bookings

2.1 All equipment will always remain the property of the company. The period of **hire** is from **One Night** until the following day at an agreed time unless stated otherwise.

3 Prices, Deposit & Balance Payments

3.1. A non-refundable deposit of £50 is required when booking to secure your event date, party theme, and any other product you wish to book. No dates or hire items are reserved without the payment of a deposit and the completion of a Booking Form.

3.2. The balance for your event will be due no later than 2 Weeks – 14 days before the party. BACS: Please allow 3 working days for the transfer. **Add Magic Bespoke Events | Teepee Parties** has the right to cancel the booking without such payment.

3.3. Payment must be made via BACs into the Account provided in the invoice.

4 Location, Facilities & Conduct

4.1 Hired equipment is intended for **indoor use only** and will be set up in one location only as agreed on arrival and will not be moved.

4.2 **Add Magic Bespoke Events | Teepee Parties** reserves the right to refuse delivery if the area for the party is deemed to be unsuitable. In such a case, no refund will be given, and the full hire fee will be due.

5 Cancellations

5.1 When a booking is received, **Add Magic Bespoke Events | Teepee Parties** is financially obligated to engage the services of staff and suppliers and make logistical arrangements. Therefore, the following cancellation terms apply:

If cancellation is made by the hirer outside 28 days of the date of the event, the hirer is liable to pay 50% of the booking value. Cancellations between 28 days and 14 days of the date of the event, the Client is liable to pay 75% of the booking value. Cancellations inside 14 days of the event will be charged the full cost. **Add Magic Bespoke Events | Teepee Parties** reserves the right to cancel any bookings made by clients that refuse or fail to comply with our Booking Conditions. In this instance, when cancellations have to be made within 14 days of the event, full payment will be required.

6. Liability & Insurance

6.1 **Add Magic Bespoke Events | Teepee Parties** has £10,000,000 public liability insurance. The policy document is available for inspection on request.

6.2 **The Client** agrees to indemnify the company for any damage or theft of the COMPANY'S equipment whilst on hire.

6.3 **Add Magic Bespoke Events | Teepee Parties** accepts no liability for any damage or loss of personal property or any injury arising from using the hired equipment.

HIRE CONDITIONS

6. Contract Terms & Conditions of Hire

If **The Client** is in doubt about the meaning of the following, a representative from **Add Magic Bespoke Events | Teepee Parties** should immediately be consulted before accepting these terms and conditions.

6.1 **The Client** will, during the period of hire, be responsible for the supervision of the equipment, its care, safety from damage, however slight or change of any sort, and the behaviour of all persons of all ages using the equipment whatever their capacity, including proper supervision of children. **Add Magic Bespoke Events | Teepee Parties** exclude any liability for injury loss or damage caused to any person using the equipment contrary to the terms and conditions of this Contract.

6.2 IN ALL HIRING CONTRACTS, a refundable bond of £100 in the form of a Bank Transfer is payable. Such bond is to be returned to the CLIENT within **72 hours of the return of the equipment** unless the hired equipment and any accessories have been damaged or lost during the period of hire. In such circumstances, the bond will be used in full or part payment of those repairs/replacements.

The CLIENT shall indemnify **Add Magic Bespoke Events | Teepee Parties** for the full repair cost of any damage done to any equipment that may occur during the hiring period.

6.3 THE CLIENT shall not use the equipment for any purpose other than that described in the HIRING AGREEMENT and shall not sub hire or use the equipment or allow the equipment to be used for any unlawful purpose or in any illegal way, nor allow anyone onto the equipment wearing shoes, carrying sharp objects, key-rings, metal studded clothing or any other similar items which could cause damage to others or the equipment. No food or drink is to be consumed on or in the equipment. The CLIENT should not use the equipment outside.

6.4 PUBLIC LIABILITY INSURANCE is excluded in its entirety following any claim or injury to any third party or employee, whether directly or indirectly related to the use of drugs and/or alcohol.

HIRE AGREEMENT

The CLIENT is responsible for ensuring that all reasonable steps are taken to avoid injury or cause damage to the equipment. Please ensure that the following safety instructions are followed.

1. The equipment hired is intended for the use of children over the age of 6 and below the age of 15. Please ensure that no person outside of this age range uses the equipment. This is to avoid any possible injury to persons or damage to the equipment.
2. A responsible adult must always supervise the equipment.
3. **ALL** shoes and sharp objects **MUST** be removed before using the equipment.
4. **NO** face paint, make-up, food, drinks, chewing gum, pets to be allowed on or near the equipment. This will avoid possible soiling of the equipment.
5. Climbing or hanging on the wooden parts of the equipment is dangerous and must **NOT** be allowed.
6. The equipment must be used indoors only.
7. Smoking is not permitted near the equipment. If our Teepees smell of a Cigarette in the collection, a fee of £200 will be charged.
7. Any damage to the equipment caused by misuse, neglect, loss, or failure to follow these instructions shall deem the CLIENT liable for full repair or replacement costs in addition to any loss of business.

If you have any queries about the information above, please email Viviana De la Rosa at teepeeparty@addmagicevents.co.uk or via telephone at 07704 875784.

Accepting these terms and conditions will represent a contract between **Add Magic Bespoke Events | Teepee Parties** and **the Client** according to the laws of England and Wales.