

Terms & Conditions

1. Operational Conditions and Guidelines

Separate operational conditions and guidelines have been provided to give The Hirer clear information on the standards of operational practices required by Seasoned Events. A breach in these guidelines may result in the termination of the event or dismissal from the venue.

2. Booking Procedure

Written confirmation and signed terms and conditions by The Hirer will provisionally reserve The Hirer's requested date(s). A contract between The Hirer and The Management will be formed on acceptance by parties of these terms and conditions which should be signed by an authorised signatory and returned to Seasoned Events together with a deposit of 50% of the room hire within 7 days of the invoice date. If no terms and conditions and deposit are received the booking will be released.

3. Rates and Payments

A deposit of 50% of the venue hire must be paid upon confirmation. The remaining 50% of the hire fee must be paid at least 30 days prior to the event. Contracted catering invoices must be paid in full prior to the event taking place. Any additional costs will be invoiced after the event and must be paid within 7 days of the invoice date. All payments within these schedules must be cleared funds.

The Management reserves the right to demand payment from The Hirer prior to the event of up to 100% of the total costs. If the amount is not received by the date specified by The Management, The Management then reserves the right to cancel the contract and refuse usage to The Hirer.

Payment is due within 7 days of the date of invoice. If any sum payable by the client is outstanding on the due date, interest will be payable on the due amount at the rate of 15% for the time from due date until payment.

All prices quoted are exclusive of VAT at 17.5% unless otherwise stated.

Payments should be made to Seasoned Events and sent to the following address: Seasoned Events, Room TM1006, The Royal Courts of Justice, Strand, London, WC2A 2LL.

4. Cancellation

In the event that a confirmed date is cancelled or postponed by The Hirer, 50% of the contracted amount will be payable. If the cancellation is within 28 days of the event 100% of the contracted amount will be payable.

The Hirer must fully and accurately disclose to the Management the purpose of the event so that the hiring of the venue can be approved by the Ministry of Justice. Any misrepresentation will entitle the Management to cancel the event at the Management's absolute discretion. In such circumstances the Management may retain any charges paid and also claim the balance of the fee in full if the venue is not resold.

5. Force Majeure

The Management should not be liable for any loss due to any circumstances which include, but not exclusively, breakdown of machinery, failure of supply of electricity or other utilities, leakage of water, fire, flood, explosion, strike or labour dispute, external road or building works, Government restrictions, Force Majeure, act of terrorism or any circumstance outside the control of The Management which may cause the event to be interrupted or cancelled.

6. Limitation of Liability

If The Management is in breach of its obligations hereunder for any reason or terminates this contract The Management's only liability is to return the hire charge, if appropriate and The Management shall not be liable to The Hirer for any loss, damage or injury suffered by the client and in particular, The Management shall not be liable for any consequential loss or damage occasioned by the cancellation of the event. The Hirer will be responsible for and will indemnify The Management fully against all claims, costs, loss, damage or liability arising due to the act, neglect or default of The Hirer or of any person for whom The Hirer is responsible. Any damage caused by the Hirer to any part of the Royal Courts of Justice, will be repaired by The Management and charged to The Hirer. The Hirer must hold Public Liability insurance up to the limit of £5 million for any one claim to cover proceedings in relation to their event.

7. Contractors and Agents

All Terms and Conditions shall apply to The Hirer's agents, contractors and visitors. All quotations of charges made by The Management which are passed on must not be altered or amended in any way without the consent of The Management. External contractors must hold Public Liability Insurance up to a limit of £10million for any one claim to cover their activities in relation to the event.

8. Right of Entry and Security

The Hirer is required to comply with the buildings security arrangements. All guests are required to pass through the Royal Courts of Justice security checkpoints when entering the building. Separate operational conditions and guidelines have been provided to give The Hirer clear information on the standards of operational practices. The Management reserve the right to refuse access without prejudice to any person.

9. Conduct

The Hirer shall take all reasonable care of the premises and its property and meet the cost of any damage and loss to the premises and its property arising from the event. The Hirer shall remove immediately after the event all equipment and items brought onto the premises and clear all rubbish and debris which The Hirer has accumulated during the event. The Hirer shall restore any part of the premises which it may have altered.

10. Public Order, Health & Safety

The Hirer and The Management both acknowledge their respective responsibilities under the Health & Safety at Work Act 1974 and in particular:

The Hirer shall be responsible for the conduct of their guests during an event.

A representative of The Hirer must be present and available throughout the event to ensure it runs smoothly.

The Hirer shall observe the venue's Health & Safety Rules in accordance with the above Act.

The Hirer shall ensure that satisfactory risk assessments and method statements are provided by their contractors before their event.

The Hirer shall observe and comply with any additional regulations as The Management may make in relation to the premises

11. Indemnity

The Hirer shall indemnify The Management against any losses, damages, claims, and expenses incurred in respect of the following, to the extent not caused as a direct result of the negligence of The Management or its employees:

- i) Death or personal injury
- ii) Damage to the venue or any part of it
- iii) Damage to, loss or theft of any property.

12. Insurance

The Hirer shall indemnify The Management against all public liability in connection with the Hirer's use of the premises. The Hirer shall further indemnify The Management against all loss, expenses or damage to third party property and in respect of death or injury to any person in conjunction with The Hirer's or its contractor's use of the premises. The Hirer shall indemnify The Management against all claims which may be made against them in respect of such matter except injury, loss or damage resulting from the negligence of The Management. The Hirer shall effect to maintain public liability insurance in respect of the matters so indemnified to a minimum cover of £1,000,000.

13. Default

The Management may at its discretion terminate this contract in the following circumstances;

- i) Where any sum under this contract or any other contract has not been paid in full on the due date for payment
- ii) Where The Hirer has committed a material breach of this contract or any other contract between The Hirer and The Management.
- iii) Where the Hirer is a limited company and makes a proposal for a voluntary arrangement within Part 1 of The Insolvency Act 1986
- iv) Where The Hirer is not a limited company and commits an act of bankruptcy.

14. Governing Law

This contract shall be governed by and construed in accordance with the laws of England and shall be subject to the jurisdiction of the English Courts.

15. Interpretation

For the purposes of this document 'The Hirer' refers to the signatory of the agreement and 'The Management' refers to Seasoned Events Limited. Headings in this document are for convenience only and shall not affect the construction or interpretation of the terms here.

Signed on behalf of The Hirer:

Name _____

Signature
Authorised Signatory _____

Date _____