



THE INTERNATIONAL CENTRE TELFORD – 8th Sept 2022

TERMS & CONDITIONS

The Event

The event is wholly owned by Geared Tech Media Ltd, Geared Tech Media Ltd is referred to in this document as 'The Company'.

A booking can be reserved by the Client by contacting The Company. The booking form must be completed and received for the booking to be confirmed.

Payment

All prices exclude VAT at the current rate.

The full booking fee is payable 30 days after confirmation of the booking. Failure to comply may result in the booking being cancelled and the Client being liable for the total cost.

Cancellations must be made in writing to The Company. In the event of a cancellation the following charges will apply:

- From booking form receipt – 25% of total value
- Within 120 days prior to event- 75% of total value
- Within 90 days prior to event - 100% of total value

The Company reserves the right to cancel, alter, or delay any booking where forced to do so by circumstances beyond our control.

In the event of uncontrollable circumstances preventing us from being able to fulfill our contracted obligations our liability shall be limited to a refund of any monies paid in relation to the contracted event or a pro rata reduction in the hire fee in the event of delayed start. No further compensation will be paid irrespective of any loss of earnings.

Any cheques returned not cleared by our bankers will be subject to a £55.00 charge.

Safety

Safety must be paramount and all Client must accept that the decision of the Company is final and at all times be accepted. The Company will accept no liability for problems arising from failure to accept and/or respond to the authority and instructions of the appointed staff.

For the comfort, health and safety of all concerned, there will be no smoking during any event.

The directors of The Company reserve the right to send away any person who in their judgement is found to be unmanageable or a danger to the safety or enjoyment of others. In this event no refund will be given.

Any additional costs and responsibility involved in removing the participant will be borne by the Client.

Equipment, once sited, will not be moved. Ensure that you advise our staff where you want them to setup accurately. The Company will not be liable for damage to equipment at the event.

Media

Any and all photographs, videos, or other recorded media may be used by The Company for the purposes of marketing or advertising without any payment or compensation being offered and without any request being made to the Client.

Any newspaper or other media reports organized by the Client or the Client representative must be approved with the directors of The Company before publication. Any published reports relating to activities organized by The Company must include the company name and contact details.

No Liability is accepted for:

- Loss of or damage to property belonging to or travelling with the members of any group. For example watches, jewelry, cameras or clothing
- Losses or additional expenses due to delays or changes in travel services, sickness, weather, strikes, riots, war, quarantine or any other cause.
- Personal injury or death of any participants however caused unless by proven negligence of the company.

Damages

In the event of any damages caused by the Client to property or equipment in use by The Company, except by fair wear and tear, the Client will be charged the full replacement cost.

Any damages must be reported to a member of The Company staff immediately.

If you have any complaint during your booking, please notify the directors of The Company or The Company representative immediately. We will then do our utmost to find a speedy and satisfactory solution. In the event that you are not satisfied with the solution please complain in writing to the managing director of The Company within 14 days of the end of your booking.

INSURANCE

Without prejudice to its obligations hereunder, the Client undertakes at its own expense to arrange and maintain insurance cover throughout the Period of Hire including, where applicable, from the date of the signing of the booking. Such insurance cover shall include but not necessarily be limited to:

- a. Cancellation and abandonment insurance is strongly recommended and is to include but not be limited to the costs of hire of the Centre, anticipated income payable to Geared Tech Media Ltd and any additional costs that may be incurred by Geared Tech Media Ltd as provided herein;
- b. Loss of or damage to any goods or other property whatsoever, owned by or the responsibility of the Client, upon any part of the Hired Section (either within or outside the Hire Period);
- c. Employers' Liability insurance in compliance with the current legislation relating to Employers' Liability insurance.
- d. Public and Products Liability insurance with an indemnity limit of at least £10,000,000 per occurrence.

The insurances required under paragraphs c (Employers' Liability) and d (Public and Products Liability) above must include an Indemnity to Principals clause or similar indemnification of Geared Tech Media Ltd. The Client shall, on demand (which demand may be made at the same time as the execution of the booking), produce evidence of the required insurances (noted in paragraphs a, b, c and d above) to the satisfaction of Geared Tech Media Ltd and, if requested, shall produce the receipts for payment of the relevant premiums. **Such evidence shall be provided not later than two weeks prior to the commencement of the Period of Hire.**

If the Client fails to provide such evidence of the existence and currency of the required policies of insurance in accordance with the terms of this Clause 43, Geared Tech Media Ltd may arrange such insurance cover on behalf of the Client at the expense of the Client and in such case the premiums payable shall be added to the Total Amount.

STANDARD REGULATIONS APPLICABLE AT TELFORD INTERNATIONAL CENTRE

Clients will comply with standard regulations of Telford International Centre applicable at the time of the event.