

“EXCLUSIVE BRIDAL HIRE AND GIFTS”

TERMS AND CONDITIONS INCLUDES ‘EXCLUSIVE PHOTO BOOTH HIRE’

OUR (OWNER) OBLIGATION

1. ALL **“GOODS”** WILL BE DELIVERED AT A SPECIFIED TIME AGREED BY THE **“HIRER”**.
2. ALL **“GOODS”** WILL BE PICKED UP AT A SPECIFIED TIME AGREED BY THE **“HIRER”**.
3. HIRE IS FOR A PERIOD OF **2-3 DAYS** OR BY PRIOR ARRANGEMENT.
4. DELIVERY AND PICK UP IS **FREE** WITH IN THE WHYALLA CITY DISTRICT AREA. DELIVERY OUT SIDE OF THIS AREA WILL REQUIRE A **QUOTE**.
5. EXCLUSIVE BRIDAL HIRE WILL NOT BE **HELD RESPONSIBLE** FOR DAMAGES, INJURY OR REPLACEMENTS CAUSED FROM ANY HIRED EQUIPMENT DURING THE HIRE PERIOD.

YOUR (HIRER) OBLIGATION

1. UPON ACCEPTING THE TERMS AND CONDITIONS SPECIFIED WITHIN THE QUOTATION, **FULL RESPONSIBILITY** IS ACCEPTED BY YOU, **“THE HIRER”**.
2. ANY **“GOODS”** MISSING OR DAMAGED UPON RETURN, WILL BE REPLACED AT **FULL COST** TO THE **“HIRER”**. AT REPLACEMENT VALUE.
3. ALL **BREAKAGES AND DAMAGES** ARE TO BE PAID FOR BY THE **“HIRER”** WITH THE DEPOSIT. SHOULD THE REPLACEMENT VALUE EXCEED THE DEPOSIT THEN THE **“HIRER”** IS RESPONSIBLE FOR THE EXCESS REPLACEMENT COSTS.
4. ANY **“GOODS”** WHICH ARE REQUIRED TO BE PRE-PURCHASED OR ORDERED BY **“EXCLUSIVE BRIDAL HIRE AND GIFTS”** PRIOR TO THE EVENT WILL INCUR AN **ADDITIONAL COST**.

BOOKING, CANCELLATION AND PAYMENT POLICIES

1. UPON CONFIRMATION OF THE QUOTATION, A **10% NON-REFUNDABLE DEPOSIT IS REQUIRED** TO SECURE THE QUOTATION. FOR PICK UP ITEMS OR ITEMS BEING SENT AN ADDITIONAL 10% MAY BE CHARGED FOR THE HIRE ITEMS. THIS IS REFUNDABLE ONCE ALL ITEMS HAVE BEEN RETURNED, COUNTED AND CHECKED FOR DAMAGES.
2. FULL PAYMENT IS REQUIRED **2 WEEKS PRIOR** TO THE HIRE DATE. LATE CHANGES IN QUANTITIES AND ITEMS WITHIN THE 2 WEEK PERIOD PRIOR TO THE EVENT DATE CAN BE ALTERED BUT NOT REFUNDABLE WITH MONEY. THE HIRE ITEMS HAVE BEEN ALLOCATED TO YOUR QUOTE AND CANCELLING HIRE ITEMS WITHIN THE 2 WEEK PERIOD PRIOR TO YOUR DATE MAY RESTRICT THOSE HIRE ITEMS BEING RE-HIRED.
4. **IN THE EVENT OF A CANCELLATION:**
 - A) NO REFUND WILL BE GIVEN (DEPOSIT OR CREDIT PAID) FOR CANCELLATION DUE TO CHANGE OF MIND**
 - B) IN THE EVENT OF CANCELLATION BY THE HIRER WITHIN 12 WEEKS PRIOR TO THE DATE NO REFUND WILL BE GIVEN (DEPOSIT) BUT MAY BE TRANSFERRED TO A NEW DATE.**
 - C) IN THE EVENT OF CANCELLATION BY THE HIRER WITHIN 28 DAYS PRIOR TO THE DATE NO REFUND WILL BE GIVEN (DEPOSIT) AND 25% CANCELLATION FEE WILL APPLY ON MONIES PAID.**
 - D) IN THE EVENT OF CANCELLATION BY THE HIRER WITHIN 14 DAYS PRIOR TO THE DATE NO REFUND WILL BE GIVEN (DEPOSIT) AND ALL MONIES PAID.**
 - E) ANY REFUND OF MONIES IS AT THE DISCRETION OF MANAGEMENT.**
5. THE **DEPOSIT** WILL BE REFUNDED AFTER ALL ITEMS HAVE BEEN RETURNED, COUNTED AND CHECKED FOR DAMAGES. (AS PER ITEM 1)
6. ONCE THE DATE HAS BEEN CONFIRMED AND THE **DEPOSIT** PAID YOUR ACCOUNT WILL BE OPEN AND FUNDS CAN BE ENTERED AT YOUR CONVENIENCE. PLEASE REFER TO THE ABOVE POLICY ON REFUNDABLE MONEY WITHIN THE 90 DAY PERIOD.
7. PAYMENT CAN BE MADE VIA INTERNET BANK TRANSFER, CARD PAYMENT IN STORE OR CARD PAYMENT OVER THE PHONE.

WEATHER POLICY

1. **INCLEMENT WEATHER. IF THE EVENT IS CANCELLED DUE TO UNFAVOURABLE WEATHER CONDITIONS WE WILL WORK WITH THE HIRER AND VENUE TO THE BEST OF OUR ABILITY TO ORGANISE THE BEST ALTERNATE PLAN.**
2. **NO REFUND WILL BE AVAILABLE FOR INCLEMENT WEATHER CONDITIONS. THE OWNER ALSO RESERVES THE RIGHT NOT TO SUPPLY EQUIPMENT WHICH COULD BE DAMAGED DURING INCLEMENT WEATHER CONDITIONS.**
3. **ADDITIONAL COSTS WILL BE INCLUDED FOR MAJOR CHANGES TO THE ORIGINAL CONFIRMED QUOTATION.**

CATERING POLICY

1. **FOOD/CATERING CANCELLATION POLICY. IN THE EVENT THAT A FUNCTION IS CANCELLED, THE FOLLOWING POLICY APPLIES. ONCE FULL PAYMENT IS COMPLETED (2 WEEKS PRIOR) **NO REFUND** WILL BE ISSUED DUE TO GUEST NUMBER ALTERATIONS OR CANCELLATION OF GUEST NUMBERS BY HIRER. THIS IS DUE TO FOOD ORDERING PROCEDURES. GUEST NUMBERS CAN BE INCREASED WITH IN 2 WEEKS PRIOR TO THE EVENT. RE-ARRANGEMENT OF TABLE SEATING AND SETTINGS MAY INCURR ADDITIONAL COSTS.**
2. **DUE TO STRICT HEALTH REGULATION AND INSURANCE POLICIES, NO FOOD CAN BE REMOVED FROM A FUNCTION (THIS INCLUDES FOOD THAT REMAINS FROM PLATES, SMORGASBORD AND CARVERY SERVERIES AND EVENT PLATTERS)**
3. **FOOD QUOTATIONS ARE BASED ON CONSUMPTION OF FOOD ONLY (PER HEAD) AT AN EVENT AND NOT WHAT FOOD IS PRESENTED AND SERVED. (PER PERSON).**

**I HAVE READ AND AGREE TO THE ABOVE 'TERMS AND CONDITIONS' AS LISTED.
THIS FORM MUST BE SIGNED AND DATED TO CONFIRM YOUR BOOKING.**

SIGN.....

PRINT.....

TODAY'S DATE / /

FUNCTION DATE / /

HOME PH.....

MOBILE.....

EMAIL ADDRESS.....

ADDRESS.....

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- A) **THE "OWNER" IS EXCLUSIVE BRIDAL HIRE AND GIFTS.**
- B) **THE "HIRER" IS THE PERSONS, COMPANY OR GROUP HIRING GOODS FROM "EXCLUSIVE BRIDAL HIRE AND GIFTS".**
- C) **THE "GOODS" REFERS TO ALL EQUIPMENT AND ACCESSORIES TAKEN BY THE HIRER.**

www.exclusivebridalhire.com

FACEBOOK @ EXCLUSIVE BRIDAL HIRE AND GIFTS
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