



## Touring Tearoom

### Terms and Conditions

1. By hiring the tearoom you accept full responsibility for the tearoom and its contents throughout the hire period. You, the customer shall be responsible and agree to indemnify the Company against any loss or damage to all hired equipment whatsoever the cause. Any loss or damage will be charged on a reinstatement with New basis. We cannot accept any items in place of our own.
2. Our marquee is a temporary structure and must be treated as such, you agree to take all necessary steps to avoid damage to the structure and its contents and you agree to ensure the conduct of your guests does not jeopardise this.
3. The hire of the marquee is for private use only and only for the purpose in which it has been hired. It shall not be used for any public event or for the sale of any items during the hire period.
4. There is a strict No Smoking Policy in or around the marquee
5. No Naked Flames are allowed in or around the marquee. This includes the lighting of any candles.
6. No Food other than that supplied by Out of the Box Catering is to be consumed in the marquee and nor is the structure to be used for any other purpose during the hire period.
7. None of the items supplied with the marquee are to be removed or left outside at any time during the hire period.
8. Cushions are not to be placed on the floor at any point, if you do not wish to use them please let us know and we can either remove them during the setup or provide you with a storage bag so they can be kept clean and dry.
9. No pets are allowed in the marquee and we ask that you take care to keep pets away from the structure during the hire period.
10. No thin heeled shoes allowed in the marquee if it has been fitted with the floor covering.
11. No food or drink is to be left in the marquee overnight, this can attract unwanted visits from wildlife than can lead to damage to the marquee and/or its fixtures and fittings
12. Please remove any leftover food from the plates and remove any liquids from the cups and teapots, all crockery will be handwashed on return to our premises so please do not put any of the crockery/cutlery in a dishwasher.



13. The £250 damage and breakages deposit will be returned within 3 working days from the end of the hire period either in full or reduced in accordance with any loss, damage or breakages incurred.
14. Paper decorations, party poppers and coloured tissue are not to be used under ANY circumstances as the dye permanently stains when wet or damp. The canopy/side walls and any fabrics would need to be replaced in these circumstances and the charge for this will be the responsibility of the hirer.
15. No additional decorations are to be fixed or hung from any part of the marquee without prior consent. Any damage caused by adhesives or fixings to any part of the marquee will be charged.
16. Any charges incurred will be deducted from the damages and breakages deposit but if this does not cover the cost entirely you will be charged by invoice for the balance which will then be payable within 3 working days of receipt.
17. No verbal modification of the contract or the arrangements will be recognised by the company and these terms and conditions shall only be modified by a supplementary contract.
18. While every effort will be made by the company to carry out the order we reserve the right to amend or cancel the order as a result of war, strikes, riots, lockdowns, restrictions on the use of transport, fuel or power. If extreme weather is forecast during the hire period, we reserve the right to decline use of the structure. This is to ensure the safety of all concerned.