

Time for Chats

Adelaide's first live video
guestbook service



This contract follows your confirmation to request and secure Time For Chats services for your event.

1. TIME FOR CHATS RESPONSIBILITIES:

1.1 Upon accepting this contract you agree that the commitment by Time For Chats to you includes all

items and services as outlined in the itemised invoice issued.

1.2 Time For Chats will use their judgement when taking action in regards to late changes, weather, tardiness and non performance based on the situation, time limitations and/or your wishes.

1.3 The event organiser gives permission and shall allow Time For Chats to use any photograph or video of them, the wedding ceremony/reception/ or event setting for viewing on our website and related social media outlets for promotional purposes only. Time For Chats will obtain written consent

from your photographer for the use of their professional images. The photographer will be credited for

each photo. The couple will be contacted for permission and written consent for use of images for any

other form of advertising other than publication on www.timeforchats.com and various social media channels linked to the business.

1.4 Time For Chats gives permission and shall allow the event organiser to use any photographs/videos in which Time For Chats staff appear.

2. EVENT CONTACT RESPONSIBILITIES:

2.1 The event organiser is responsible for payment to Time For Chats as per this contract. In the event

payment has not been received within seven (7) working days of the date of the invoice, Time For Chats reserves the right to cancel the contract and your event date & time may be re-booked by other

parties, without exception and without notice. Payments will still be due in accordance with the cancellation policy in 5.3.

2.2 The event organiser is responsible for any relevant travel expenses incurred by Time For Chats staff during the organisation stages or on the event date that is more than an 100km round trip from Adelaide CBD, South Australia. These expenses may include petrol, parking fees, tolls, and if required

airfares, overnight accommodation and meals and will be determined by Time For Chats in it's sole discretion.

2.3 The event organiser will be invoiced by Time For Chats for any parking expenses or tolls incurred

whilst on location at your chosen venues. This is applicable for both required site visits and while on location for your event day for up to one (1) vehicle. Time For Chats will endeavour to avoid these parking fees where possible.

2.4 In the circumstance that Time For Chats is required to, or forced to, exceed our time on location that extends past the agreed contracted hours, you will be invoiced post event for this additional time

on location at the hourly rate.



3. HIRE/RENTAL AGREEMENT :

3.1 To confirm a booking with Time For Chats, you are required to read through the quotation provided carefully ensuring quantities, dates and location details are correct.

3.2 A non refundable booking fee is required to secure your booking for your selected event date. Orders will not be confirmed until payment has been cleared and the terms and conditions of hire contract has been signed and returned.

3.3 If your booking is made within seven (7) working days of the event date payment will be required in full.

3.4 Final payment and re confirmation of is required seven (7) working days prior to your event date.

3.5 In the event of cancellation, Time For Chats will retain 100% of the booking fee if the cancellation is within seven (7) working days of your event.

3.6 In the event of damage or loss, an invoice for itemised repair or replacement costs will be provided to the event organiser for payments to made within thirty (30) days.

4. DEPOSIT AND PAYMENTS:

4.1 A non refundable 30 % deposit is payable within seven (7) working days of accepting of this contract to secure a booking with Time For Chats for your selected event date. Services will not commence until this payment is received and cleared.

4.4 A suitable payment plan can be arranged on a monthly basis, if required.

4.5 Payment Policy: Payment is due within 7 days of issue.

Time For Chats accepts Bank transfer. Services will not commence until funds have cleared.

BRANCH : Bank SA

ACCOUNT NAME : She Can T alk

BSB : 105- 074

ACCOUNT NO: 048 063 340

ABN :13 728 592 475

5. CHANGE / CANCELLATION:

5.1 This agreement can only be modified in writing and all changes must be agreed and signed by all parties, or by the acknowledgement of email received by both parties.

5.2 In the event the client is forced to change the date of the event, every effort will be made by Time

For Chats to transfer all arrangements necessary to the new date. The event contact agrees that in the event of a date change any expenses including but not limited to deposits and fees that are non-refundable and non-transferable are the sole responsibility of you as the client. The event organiser further understands that last minute changes can impact the quality of the event and that



Time For Chats can not be held responsible for these compromises in quality. If the event organiser changes the date/location of the event and this results in Time For Chats being unable for any reason to provide the services as originally outlined, then Time For Chats will be released from all contract obligations and shall in no way be held responsible or liable for non-performance. In this case cancellation fees still apply.

5.3 Cancellation by the Event Organiser In the event of a cancellation, the following cancellation fees apply :

If cancelled from the date signed on this contract up to but not including four (4) months prior to your event date : You will be refunded your booking fee.

If cancelled within four (2) months of your event date : You will forfeit your booking fee.

If cancelled within one (1) month of your event date : You will forfeit your booking fee.

If cancelled within fourteen (7) days of your event date : You will forfeit your booking fee. Other monies may be refunded at the discretion of a Time for Chats representative (see 5.4).

5.4 Cancellation by Time For Chats: Should Time For Chats be unable to perform any specific tasks in the event, due to death, illness, hospitalisation or any other event beyond the control of Time For Chats, the value of time not expended will be refunded and we will do our best to find a substitute to fulfil the commitment to the best of our ability. Other than to the extent of the refund of the value of time not expended, the event organiser will have no claim against Time For Chats.

6. INDEMNITY:

6.1 The event contact and its representatives agree to accept any and all liabilities that may be associated with the event being held, including but not limited to personal or bodily harm of guests or damages and holds Time For Chats harmless from the same.

6.2 Time For Chats is not responsible for any circumstances preventing the event to happen, including as to fire, flood, earthquake or any other natural or human acts. If the event is forced to be cancelled due to an act of god or any other circumstance beyond the control of Time For Chats, Time For Chats will only refund any deposits or monies paid.

8. VALIDATION:

Please complete the booking form. By completing this you agree fully with this contract which you have read and understand.



Time for Chats Booking Form

This Booking Agreement ("Agreement") is made and entered into as of [] by and between:

Vendor:

Time for Chats
6 Larboard Street, Seaford
South Australia, 5169
hello@timeforchats.com
0436 481 402

Client(s):

Client Name(s):
Client Address:

Email Address:
:Phone Number:

Event Details:

Event Date:
Event Location: (Venue and address):

Services Provided:

Signatures

By signing below, both parties agree to the terms and conditions outlined in this Agreement.

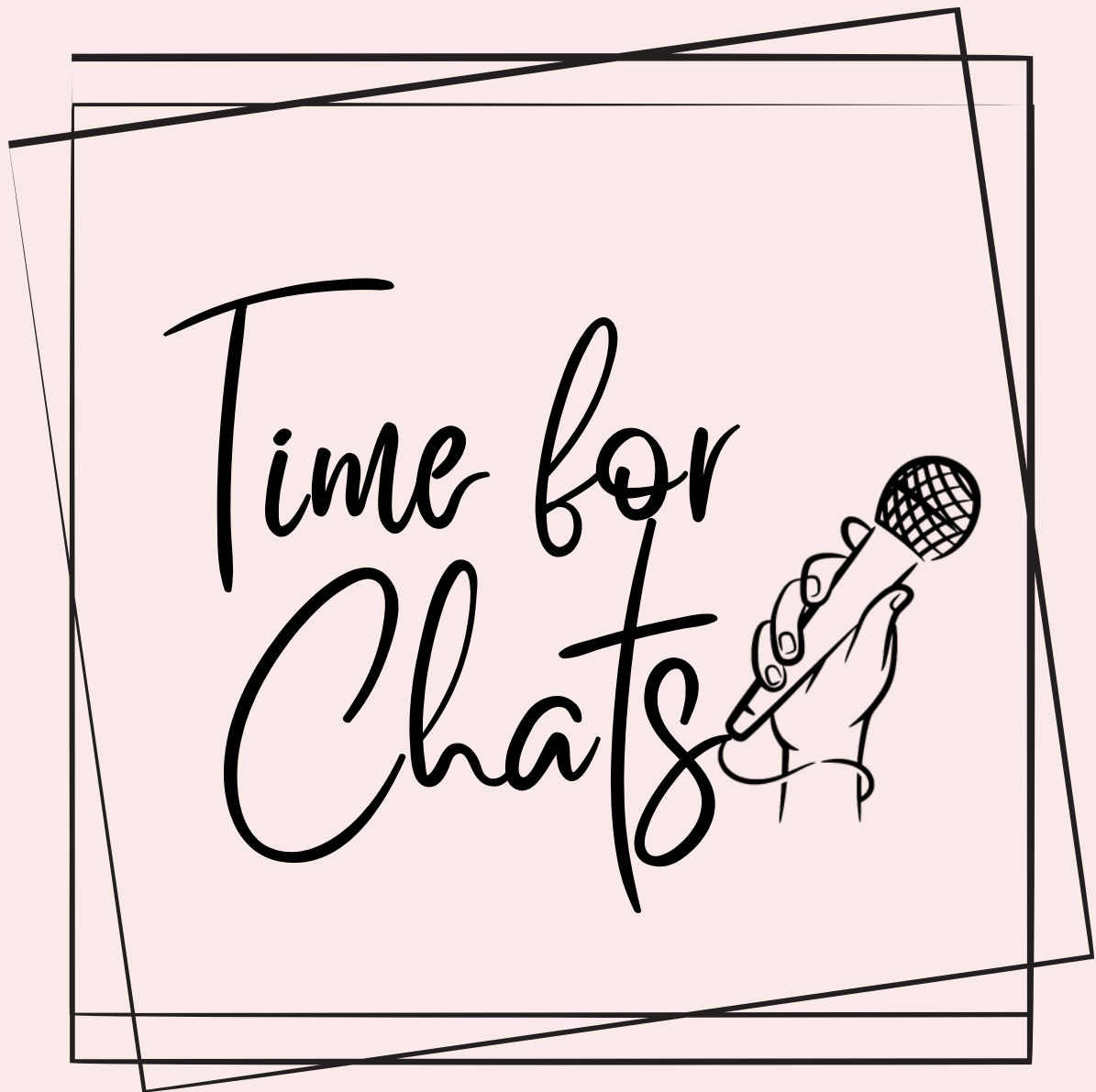
Vendor Signature: _____

Date: _____

Client Signature: _____

Date: _____





Adelaide's first live video guestbook service

- Weddings
- Birthdays
- Conferences
- Business launches
- Award nights
- Formal
- Charity events

Abbey Smith

Founder/ Host
Journalist / Newsreader

0436 481 402

hello@timeforchats.com

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