

1. A booking is made WHEN payment is made in accordance with the following conditions

- a) A £750.00 deposit has been made. This payment is non-refundable and is not transferable. The deposit will be deducted from the final bill and all cheques need to be cleared to secure the date.
- b) The payments dates that require to be met are as follows; A further £1,000 is required 1 year prior to the wedding | 50% of your initial invoice is required 6 months prior to the wedding | The remaining balance (including any cottages booked) to be paid in full 1 month prior to the wedding | Several payments to meet these deadlines are accepted and a receipt for each payment received will be issued.
- c) Any other costs agreed after the one month stage are to be paid in advance of the booked date otherwise the date will be deemed cancelled.
- d) We reserve the right to cancel the booking without liability to you, if you do not pay any sum to us within 7 days of the date it is due. In these circumstances if we exercise our right, it will override clause 17 and will be deemed by all parties as a cancellation by the hirer in which case clause 2 will apply.

2. Cancellation: All notifications of cancelling must be made in writing! In the unlikely event that the hirer (the hirer would normally be you or an agent acting for you) have to cancel the booking, Unique Occasions at Loversall Limited will charge the hirer a percentage of the overall costs according to the following timescale:

- a) 3-6 months prior to the booked date 30%
- b) 1-3 months prior to the booked date 60%
- c) Less than 1 month prior to the date 100%

3. Should you require any extra facilities or services other than those stated you must discuss these with Stephanie Lee.

4. The maximum capacity of The Barn & adjoining Marquee is for 120 guests seated; this is negotiable due to fire/licensing regulations.

5. Viewing of The Barn & Wedding Meadow is strictly by appointment only.

6. Recommendation in relation to third party services, are given with no guarantee in relation to standard or quality.

7. Approved contractors quote on their own terms and conditions and are in no way in reflection of the service that you will receive from Unique Occasions at Loversall Limited, however;

- a. They are acceptable to us e.g. in their reputation and service that they provide.
- b. Unique Occasions requires a copy of the insurance prior to the event.
- c. The DJ must be Unique Occasions resident DJ which is included in the price and therefore approved by management.

8. Alcohol and Beverages. Alcohol or Beverages consumed or sold at Unique Occasions at Loversall Limited will be subject to the venue's Terms and Conditions as detailed below:

a. All alcohol and beverages sold on the premises will only be supplied by the venue. Under no circumstances will guests be allowed to bring/consume their own alcohol, if this happens the bride & groom will be charged for any alcohol brought to the venue.

b. Wine and champagne will be allowed to be supplied by others to the event (not sold at the event) subject to payment (prior to the event) of the venues corkage charge.

c. At all times the direction and opinion of the venues responsible person for the sale and consumption of alcohol will be adhered to.

9. Times agreed to on the confirmation emails are to be adhered to (overruns are only permitted with the approval of the venue manager and the payment of any associated costs).

10. For Blessings or Marriages in The Barn, the Registrars fees are paid directly by you to the registry office.

11. All property is left entirely at the owner's risk.

12. The venue & grounds are handed over to the hirer as an exclusive venue in the times agreed. The venue is to be returned to ourselves in the same condition upon completion of the venue hire. Any costs incurred to reinstate to the original condition prior to hire, will be borne by the hirer.

13. Smoking is strictly prohibited within The Barn & Marquee.

14. All alcohol must be purchased from the bar in The Barn or marquee or tipi, no-one is allowed to supply their own alcohol with out prior permission from the management.

15. The Venue

- a. Is hired strictly for the purpose detailed on the confirmation emails.
- b. Our photographs are intended to give you a general impression of the venue. Variations can occur from time to time.

16. Behaviour. When you book with us you accept responsibility for damage or loss caused by you or any member of your party. Full payment for any such damage or loss must be paid direct at the time to the venue. If you fail to do so you will be responsible for meeting any claims subsequently made against you (together with our full legal costs) as a result of your actions. We expect all clients to have consideration for other people. If in our reasonable opinion or in the reasonable opinion of any other person in authority, you or any member of your party behave in such a way as to cause or be likely to cause danger, upset or distress to any third party or damage property, we are entitled without prior notice to terminate the venue of the person(s) concerned. In this situation the person(s) concerned will be required to leave the venue. We will have no further responsibility towards such person(s) including any return travel arrangements. No refunds will be made and we will not pay any expenses or costs incurred as a result of the termination.

17. If the hirer changes the date booked we will keep all of the deposit (see clause 1a). If notification of change is received 6 months or less to the booked date it will be deemed by all parties as a cancellation and the hirer accepts liability to the additional charges for this change (detailed at clause 2a-2c). Notice of change of date must be made in writing by post of email.

18. Changes and cancellation by us. We start planning the venue we offer many months in advance. Occasionally, we have to make changes to and correct errors in our brochure and other details both before and after bookings have been confirmed and cancel confirmed bookings. Whilst we always endeavour to avoid changes and cancellations, we must reserve the right to do so. Most changes are minor but occasionally, we have to make a "significant change". If we have to make a significant change or cancel, we will tell you as soon as possible. If there is time to do so before the start of your event we will offer you the choice of the following options:

- a. (for significant changes) accepting the changed arrangements or:
- b. Accepting the cancellation in which case you will receive a full and quick refund of all monies you have paid to us.
- c. In all cases, our liability for significant changes and cancellations is limited to offering you the above mentioned options and where applicable, compensation payments. We regret we cannot pay any expenses or costs incurred by you as a result of any change or cancellation. No compensation is payable for minor changes.

d. Very rarely, we may be forced by "force majeure" (see clause 18) to change or terminate your venue hire. This is extremely unlikely but if this situation does occur, we regret we will be unable to make any refunds.

19. Force Majeure. Except where otherwise expressly stated in these booking conditions, we regret we cannot accept liability or pay any compensation where the performance or prompt performance or our contractual obligations is prevented or affected by or otherwise suffer any damage or loss as a result of "force majeure". In these booking conditions, "force majeure" means any event which we could not, even with all due care, foresee or avoid. Such events may include war or threat of war, riot, civil strife, terrorist activity or actual threatened terrorist activity, industrial dispute, natural or nuclear disaster, adverse weather conditions, fire and all similar events outside of our control.

20. For marquees and any other structure (whole or part of) and contents therein, Unique Occasions at Loversall Limited and the owners do not accept any responsibility or liability for loss (material or consequential) or damage, however incurred, from the time you or your servant or contractors arrive on site to the time it is dismantled in totality from the premises.

In case of fire - it is up to the hirer to inform all guests, prior to the event, that there is a public highway immediately outside The Barn, which needs to be crossed safely, to gather at the Fire Assembly Point at the pig sheds. Please note that there is a pond, with deep water, at the Hideaway Hut which is NOT fenced off. This is accessible from anywhere in the Wedding Meadow. Unique Occasions at Loversall Limited does not accept any responsibility for injury or death caused by this. It is the responsibility of all parents to control their children whilst attending any events at our venue.

21. Music in The Barn must end by 23.00 and guests departed by 00.00/midnight.

22. Fireworks are not permitted.

23. Local Conditions at the The Barn necessitate that the type of entertainment you choose is in line with our obligations to the local environment, this means we will not allow Live Rock Bands or music of this type. Discos/ Lounge music/Jazz are examples of acceptable music.

24. In the event that our wedding licence or any other licence that affects your booking of the venue offered is not renewed or withdrawn, we will notify you that your booking has been cancelled as soon as we become aware of the non renewal or withdrawal of the licence. We will refund all monies that you have paid to us less any irrecoverable expenses that we have incurred on your behalf. We will not be responsible for any loss or damage or additional cost that you may incur in making alternative arrangements.

25. The venue or any part of it is not to be used for any activities which are dangerous, noxious, illegal or immoral or which are or may become a nuisance to us or to the owner or occupier of any neighbouring property.

26. You must not do anything in the venue which might invalidate any insurance maintained by us in respect of the venue or which might increase the insurance premium payable by us.

27. You must not bring onto the venue or any part of it any animals without our prior consent.

28. You must observe all applicable laws, licences and regulations relating to the use of the venue.

29. You must not park on or obstruct any access to the venue.

30. You must obtain our prior written approval to any written material describing the venue.

31. You give permission for use of pictures on our Social Media platforms unless you specifically specify not to in writing otherwise prior to the event.

32. You accept our GDPR policy which is available on our website.

33. This agreement shall be governed by and construed in all aspects in accordance with the laws of England and Wales whose courts have exclusive jurisdiction.

I have read and understood the terms and conditions of business on this form.

**Sign:**

**Print:**

**Date:**

Please sign, photograph/scan and email back to us upon booking.  
07941 340291 | [stephanie@unique-occasions.com](mailto:stephanie@unique-occasions.com)

Unique Occasions at Loversall Limited  
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