

Ballyscullion Park Walled Garden

Terms and Conditions

Venue

Ballyscullion Park aims to offer exclusive use of the Venue as outlined in the plans. The maximum number of people allowed at any event is 250 (unless by prior arrangement). Closing time for the Walled Garden and any relating sites / facilities is 1.00am. Everyone is to have vacated the site (and surrounding areas) by 1.15am. The above times must be strictly adhered to, unless by special written agreement / an extension is agreed with the owners. The Hirer shall not sub-license or share occupation of the Venue.

The following must be strictly adhered to: *No Smoking Indoors, No Confetti, No Party Poppers, No Fireworks and No Pets*. As candles are a Fire Hazard the hirer(s) accept full responsibility for any usage.

Booking / Payment Terms

On confirmation: £750 deposit. This deposit confirms your booking until full payment is made and will then be held against any damages or breakages which may occur during your period of hire or for any outstanding payments. It is returned in full after the event when all payment is received and subject to the above.

Full payment must be received at least three months before the event.

When making payment please do not deduct the deposit. The owner reserves the right to cancel your function if payment conditions are not upheld.

Charges

The Pricing Structure is subject to periodic review and may differ from charges quoted upon your initial enquiry.

Cancellation Policy

We highly recommend that you take out your own insurance. Any postponements or changes in date will be treated as a cancellation. Cancellation must be confirmed to the owners in writing. In the unfortunate circumstances that you may need to cancel your booking, the costs are as follows:

- Cancellation more than one year before the event date: 50% deposit retained.
- Cancellation 9-12 months before the event date: Deposit and 25% of total fee.
- Cancellation 6-9 months before the event date: Deposit and 50% of total fee.
- Cancellation 3-6 months before the event date: Deposit and 75% of total fee.
- Cancellation less than 3 months before the event date: Full Fee.

The owner reserves the right to cancel your Booking with immediate effect and without liability, at the sole discretion of the owner, if it appears the Event is of a different nature to that confirmed by the Hirer, may be illegal or bring bad publicity or disrepute upon the owners, or if the Hirer breaches any of the conditions of these signed Terms and Conditions. Or if conditions outside of the owner's control which may include, although not exclusively limited to, an Act of God, terrorism, fire or refusal by relevant parties to grant or extend a license.

Insurance

The Hirer shall accept responsibility for and should provide the necessary insurance cover to indemnify the owners against all claims, including but not limited to:

- (a) Loss or damage to any premises and their contents occupied or used during the period of hire where loss or damage is caused or occurs as a result of and actions or omissions of the hirer, his servants, contractors, guests, agents or licensees.
- (b) Claims made by or against the Hirer, his servants, contractors, agents or any third parties.
- (c) The Hirer's public liability insurance should not exclude cover for "property in the insurer's care and custody or control of contractual liability".

Loss or Damage

The owners do not accept any responsibility or liability in respect of loss or damage to any property brought onto the premises by or on behalf of the Hirer, his servants, contractors, agents or any third parties. The owners do not accept responsibility for any claims of consequential loss suffered by the Hirer, his servants, contractors, agents or licensees following cancellation or abandonment of the event. The Hirer will themselves be responsible to the owners for making good damage which may be done to premises, furniture and other property consequent upon the use of company premises and /or hiring of items from Ballyscullion Park by persons attending such events, or paying the full cost of replacing any damaged items. The Venue must be returned in an as found condition – if additional cleaning is required after your event the Company retains the right to deduct any costs from the deposit and/or pass on these costs to the hirer.

Security and Safety

The Hirer shall comply with the Company's security requirements at all times and follow any specific security or safety related instructions, which may be given by the company staff at any time. The Hirer shall comply at all times with Fire, Emergency and Health and Safety Regulations. Please note this includes, but is not limited to ensuring that all emergency exits and their signs are not obstructed in any way and any decorations are not flammable. Access to any areas outside of the designated Entrance Drive, Parking area, Walled Gardens and Courtyard area is prohibited unless prior permission is gained from the owners in writing. The area around the house may be used for photographs by prior arrangement, and is strictly restricted to the bride, groom and photographer only and is entirely at the hirers own risk.

Access for Hirers and any Third Parties.

Access to the venue for the Hirer(s) and all associated parties is **strictly** from 13:00 hrs to 17:00hrs the day before the event, from 09:00 hrs on the morning of the event and by appointment only the day after the event. If the Hirer requires access to the premises outside of these times they must pre book this in advance. NB. The owners will not sign or take responsibility for any deliveries (a representative of the Hirer will have to be on site to sign for any deliveries between the times specified above). Should your event last longer than 12 hours, with start time being from when guest arrive on the day of your event an additional fee of £250 is payable. Should you wish to visit the venue prior to your event this is strictly by appointment only. Ballyscullion Park is a Private estate and we ask you to respect this.

Advertising

The premises must not be used in, or for any advertising purposes unless by prior written permission of the owners. Neither the logo and images nor any photographs, videos or drawings of Ballyscullion Park may be used or reproduced without prior written permission of the owners. No photos may be taken prior to the wedding day without written permission from the owners.

Transport

Due to the location of the Venue it is strongly recommended that the Hirer organises group transport to and from the Venue. ***It is the Hirer's responsibility to have everyone off site by 1.15am. Failure to enforce this will lead to loss of deposit.*** Note: It can be very difficult to book taxis late at night to Ballyscullion Park.

Car Parking

If car parking is required please give an estimation of vehicle numbers in advance (preferably on Booking) so that suitable parking and parking attendants can be provided. All vehicles are left at own risk. ***All vehicles must be removed from Ballyscullion Park by the end of the event.***

Alcohol

Should you wish to sell Alcohol on the premises the Hirer or their Caterer must have a suitable Alcohol License.

Catering

All caterers must be approved by the owners - see list of preferred suppliers.

If two or more persons are named on the Booking Form the liability of each is joint and several. This means that each person can be held fully responsible for all the responsibilities under this Contract. I, the undersigned, confirm that I have read and understood and accept the above Terms and Conditions of Booking.

Signed.....(The Hirer(s))
Please also initial each page above.

Print Name.....Dated.....

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Please also initial each page above.

Print Name.....Dated.....