

## **PicMeUp Photobooths**

### **Terms & Conditions – Client Agreement**

- Please ensure that you have obtained permission at your venue to use PicMeUp's photo booth.
- Please ensure there is access to a plug socket close to the set up point.
- Please ensure there is sufficient space at your venue to set up the photo booth.
- Please ensure there is clear access to load and unload the equipment at the venue.
- Please inform us of any circumstances that would make setting the booth up more demanding, including going upstairs, long distances from unloading area to venue etc. We allocate a set period of time for setting up our equipment at your venue which is included within your price, but if there are any complications that are not made known to us beforehand then unfortunately this will come out of the run time.
- In the event that PicMeUp Photobooths is not ready to commence at the agreed time due to our fault, then we will still give you the agreed hire period by extending the finishing time of the hire. If the hire does not start at the agreed time, as setup has been delayed due to any unforeseen circumstances that are no fault of picture booth, then the hire will still end as per the agreed time on booking form. In the event that we have set up in time but the hire does not start at the agreed time due to over running of previous activities by you or venue, the hire will still end as per the agreed time on booking form.
- PicMeUp Photobooths cannot be held responsible for any circumstances that may prevent us from attending your event; these may include but are not limited to severe weather conditions, traffic delays, breakdown of our vehicles, sickness or equipment failure. In the case that we cannot attend or fulfil your hire due to events beyond our control we will contact you or the venue as soon as possible. In these instances our liability will be limited to refunding all of monies paid.
- Provider agrees to have a Photobooth operational for a minimum of 80% during this period; operations may need to be interrupted for maintenance of the Photobooth.
- A £100 deposit is required at the time of booking a photo booth, the remaining balance is due prior to the evening commencing on the day of the event. If the operator uses the equipment for a time period in excess of the service period agreed to overleaf, the overage in rental time will be billed to the operator at the following rates: £100 per hour. Payment for any overage in time must be paid before additional hours are provided.
- PicMeUp Photobooth's will not tolerate any abuse or threatening behaviour to our staff. If this does occur PicMeUp Photobooth's are within their right to terminate the hire. We are providing a service to yourselves and guests and therefore feel that our staff should be treated with the respect they deserve.
- PicMeUp Photobooth's are also within their right to terminate a hire if they feel that any equipment or property belonging to PicMeUp Photobooth's is in danger of getting damaged or has been damaged due to unruly behaviour from guests. We also reserve the right to refuse guests admission into the photo booth if we feel they are too unruly.

- In any instances where we feel there is a need to terminate the hire we will always speak with the host first to try to resolve the matter before terminating. If we do have to terminate the hire due to reasons stated above, the full cost of hire is still payable and we will not issue any refunds for hire time that has been cut short.
- Please note that you are responsible for our equipment once the event has commenced. We ask that you and your guests are sensible and considerate when using one of our Photoboosts. Any equipment that has been damaged in any way will be invoiced back to you.
- PicMeUp Photoboosts may use any of the photographs from your event for suitable means; this includes but is not limited to advertising and promotional material either in print or on the internet. Attending your event would mean we are of the understanding that permission has been granted to do so by yourselves and your guests.
- Our photoboosts are for indoor use only, unless discussed with ourselves before hire, requires one mains power socket and must be on a completely flat & level surface.
- Please contact us if you are unclear on any of our terms and conditions before you book a booth for your event. We are only too happy to answer any questions you may have
- A member of our staff will always be present at any event. If you have any questions/queries please feel free to contact one of them.
- Should the venue need our Public Liability Insurance please contact a member of our team so that we can provide the venue with the appropriate paperwork. We also ask that you give us enough time to get the paperwork over to the venue and do not leave it until the last minute. If it is left too late, the venue may decline us access of coming in and setting up.
- For all photobooth bookings using green-screen's, please send over all of the images that you require as your backgrounds. Again, we ask that you give us enough time to get the images on to our system.
- For customisable prints, please send the text or any idea of what logos you would like to appear on the the prints.
- For any USB's included in the quote, please note we will send the USB of all the images taken via the event at least a week after the event has occurred. If you have not received your USB within two weeks after the event, please get in touch otherwise we may destroy your images due to data protection.
- By signing the agreement box, it means you agree to all Terms and Conditions.

<u>Name</u>	Lauren Bailey	<u>Name</u>	
<u>Signature</u>	L.Bailey	<u>Signature</u>	
<u>Date</u>		<u>Date</u>	

