

TERMS & CONDITIONS: ALMONRY BARN LTD

Definitions

'The Barn' shall mean Almonry Barn; The Terrace and approach, The House, Courtyard, The Orchard, The Gardens and All the Car Parking areas.

'The Venue Organiser' shall mean Almonry Barn Ltd (Company No 8244438)

'The Hirer' shall mean the person or persons completing the Booking Form and signing the following Terms & Conditions produced by Almonry Barn Ltd.

'Agent' being any outside supplier or outside party acting on behalf of 'The Hirer'. I.e. florists, live bands etc....

'The Hire Period' shall mean one day only from 1000hrs – 2330hrs on the day specified on the Booking Form (wedding date).

The following are our terms and conditions to which all wedding event bookings are subject. Return of the booking form from the client or a copy of these terms and conditions signed by the client implies an acceptance of these terms and conditions.

1. Property of The Hirer or their Agents must be delivered after 1000hrs on the day of The Hire Period and removed from The Barn by 1000hrs the following day. Any time before or after these hours must be authorised by The Venue Organiser. The Hirer must not presume there is access to The Barn either side of The Hire Period. Any authorised access will be limited and all Terms and Conditions apply when present at The Barn at all times.
2. The Hirer is responsible for all damage to The Barn and to any property in The Barn occurring during The Hire Period and during authorised access to The Barn if caused by The Hirer, Agents or guests. All breakages or other damage occurring during authorised access to The Barn must be reported to The Venue Organiser immediately. A £200 refundable deposit will be issued to the Hirer along with the final invoice to cover any potential damage which isn't general wear and tear or accidental damage. The Hirer will be charged for any damage to plants or trees in the orchard. If no damage or missing items occur then this will be refunded back to the Hirer within 14 days of the booking date.
3. The Hirer and his agents must seek permission of The Venue Organiser for the positioning and use of any items. This includes but is not limited to items such as photo booths, garden furniture, floral displays and any form of entertainment.
4. The Venue Organiser accepts no responsibility for any property belonging to The Hirer, his guests or his agents at The Barn at any time.
5. Amplified music is only permitted inside Almonry Barn. Music required for outside reception drinks must not be amplified, only low background live music is permitted outside and is not permitted after 1800hrs.
6. Bands with four or less musicians are only suitable for The Hire Period. All drum kits must not be miked and base on speakers must be kept off for all musical entertainment. This is due to the barns age and lack of foundations as well as being in a village location. If musical entertainment is too loud The Venue Organiser will issue a warning to the act. If they ignore this The Venue Organiser will terminate the session. It is The Hirer's responsibility to warn any entertainment of these sound

restrictions.

7. All music and entertainment must be finished by 2300hrs. All entertainment suppliers must be off site by 2345hrs at the latest.

8. All food and drink must be supplied by The Venue Organisers recommended catering company. Including bar beverages. No outside food or beverages may be brought in to The Barn at ANY time (excluding wedding cake and edible favours) unless from the recommended caterer. No additional catering companies may enter or use any part of The Barn at any time. The recommended caterer and The Hirer are responsible for their separate catering contracts and arrangements. The Barn is not responsible or liable for any complaints or gross misconduct generated by the catering company.

9. The Venue Organiser is not responsible for any agents contracted by The Hirer.

10. The Venue Organiser shall not be responsible for any loss or damage to any property arising out of the hiring nor for the loss damage or injury which may be incurred by or be done or happen to any person or persons using The Barn during The Hire Period arising from any cause whatsoever. Or for any loss due to the breakdown of machinery failure, of supply of electricity, leakage of water, fire, Government restriction, or act of God which may cause The Barn to be temporarily closed or the hiring to be interrupted or cancelled.

11. The Venue Organiser will not be held responsible for any acts of God or Force Majeure, in particular including flooding to the surrounding areas, orchard, fields and roads and The Barn. The Venue Organiser will not be held responsible for any restricted access to The Barn due to flooding.

12. The Venue Organiser reserves the right to end or suspend The Hire Period at any time if a guest, or number of guests, behave in an anti-social manner such as fighting or other aggressive behaviour. The Venue Organiser may, at their discretion, charge The Hirer for any extra expense it may incur for engaging security staff or police to preserve law and order, during or after any event in The Barn.

13. The Venue Organiser reserves the right of entry and may ask any person to leave The Barn who is behaving in an antisocial manner or who, in The Venue Organiser's opinion is under the influence of drugs and/or excessive alcohol consumption at any time whilst attending the venue.

14. The Venue Organiser will refuse alcohol to any persons under the age of eighteen. Any persons who, in the opinion of The Venue Organiser, appear under the age of twenty-one and do not carry picture ID, (such as a student identity card, a driving license or a passport), will also be refused alcohol.

15. All drink will stop being served at 2300hrs on the day of The Hire Period. The Hirer and the guests must vacate the property by 2330hrs

16. Access to surrounding areas is forbidden, this being a private house and gardens. The Hirer is responsible for informing guests with young children to take appropriate precautions in regards to a large stream running along the boundary of The Barn. The courtyard garden is available for close wedding party photos only at the beginning of the reception.

17. The maximum number of guests allowed at The Barn at any time is 100. The Barn has a seating capacity of 100. If The Hirer exceeds this number at any one time, The Venue Organiser will ask additional guests to vacate The Barn.

18. No marquee or gazebo is permitted at The Barn within The Hire Period at any time.

19. All cars must park in the designated areas. Cars may only be allowed to stay overnight with prior permission of The Venue Organiser. Cars with prior permission from The Venue Organiser to stay

overnight must park in the area stated by The Venue Organiser and collected by 1000hours the following day.

20. All cars are left at the owner's risk. The Venue Organiser accepts no responsibility for cars parked at The Barn or its surrounding area.

21. The Hirer is responsible for the arrival and departure of all guests in a quiet and orderly fashion. The Hirer is required to install a representative in the car park at the end of the evening to ensure guests leave quietly and quickly.

22. The Hirer shall collect any items left at the end of the Hire Period no later than 1000hrs the following day. Any items not collected the following day will become property of The Barn, unless prior arrangement with The Venue Organiser. The Venue Organiser recommends removing all items at the end of The Hire Period. If The Hirer leaves any rubbish such as empty cardboard boxes The Venue Organiser will charge The Hirer a rubbish removal fee of £50.

23. The Hirer must arrange all departure transport for no later than 2330hrs. The Hirer must inform all guests it is essential taxis are pre booked and not left to order later than 2200hrs. Taxis ordered at 2330hrs may take more than an hour to arrive. If guests are present at The Barn after 2330hrs, The Hirer will be charged £300.00 per hour or part hour for staff to wait with guests until their transport arrives. The Hirer must inform The Venue Organiser of any mini buses, wedding transport/shuttle services booked due to the size of the car park and the car park entrance. No large coaches are permitted on site or in the village due to the size of the roads and immediate vicinity of neighbouring houses.

24. Non- bio degradable confetti, nails, pins, sticky tape or glue are not permitted to be used anywhere at The Barn without prior consent of The Venue Organiser. Natural confetti is to be used in the orchard only. If non-bio degradable confetti is used The Hirer will be charged a clean-up fee of £100.

25. Night-lights and candles may be used but The Venue Organiser must approve their positions. All candles must be in containers. No coloured candle sticks may be used, and any used must be non-drip.

26. There is strictly no smoking permitted inside the buildings comprising The Barn.

27. Fireworks, sparklers, helium balloons, smoke machines and Chinese lanterns are forbidden at The Barn.

28. The Hirer or a responsible person appointed by The Hirer must remain at The Barn until the last guest has departed.

29. The Hirer pays a non-refundable deposit of 25% of the hire fee on booking The Barn and the remainder, including any surcharges, to be paid no later than two calendar months before The Hire Period. Any charges incurred during The Hire Period must be paid no later than 21 days after The Hire Period. If the wedding is cancelled within 8 months of the wedding date The Hirer will pay the total hire cost.

30. It is the responsibility of The Hirer to book the Registrar for a civil ceremony within The Hire Period and must inform The Venue Organiser of the ceremony time. The Venue Organiser cannot accept responsibility for any errors in civil ceremony arrangements.

31. Civil ceremonies cannot take place before 1pm at The Barn and guests are not advised to be on site until 30 minutes before the ceremony.

32. It is the responsibility of The Hirer to book the Church/Vicar for a Religious ceremony within The Hire Period and must inform The Venue Organiser of the ceremony time. The Venue Organiser cannot accept responsibility for any errors in Religious ceremony arrangements. The Venue Organiser cannot be held responsible for any refusal from the Church to conduct a religious ceremony for The Hirer.

33. Infants and children must not be left unattended in The Barn at any time within The Hire Period. The Hirer is reminded of a small stream running along the boundary and of large grass mounds. If the Hirer has more than 8 children over 2 years old attending then they are required to arrange the appropriate professional child minding services.

34. The Hirer, guests and any Agents acting on behalf of The Hirer must be aware of the uneven and slippery when wet floors and steps throughout The Barn. The Venue Organiser will not be held responsible or liable for The Hirer, Agents, or guests tripping or injuring themselves in any way.

35. If The Hirer wishes to use Muchelney Abbey as a photographic setting this will need to be arranged through English Heritage separately. The Venue Organiser cannot accept responsibility for any errors in wedding day photography shoots.

36. The Hirer is responsible for informing agents and guests of these Terms and Conditions.

37. It is the responsibility of The Hirer to take out personal wedding day insurance cover.

38. The Barn has limited or no disabled access for wheelchair users. The Hirer needs to be aware the toilets are not of a reasonable size for any guests permanently in a wheelchair.

39. No pets are allowed on site at any time (excluding guide dogs). This includes dogs kept in cars in the car park. If dogs are found at The Barn you will be charged a cleaning fee of £100. No animals, butterflies or birds for entertainment are permitted at The Barn.

This list is not exhaustive and may change at any time without notice
Correct at time of printing October 2017

We 'The Hirer' agree to the above Terms & Conditions set by 'The Venue Organiser'.

Signed by client/s.....

Print name/s.....

Date signed.....

Date of wedding.....