

#### Definitions

- 1.1 The "Client" means the person/s, organisation or company booking the equipment, act or entertainment with the "Company".
- 1.2 The "Company" means 'Inkspot Photography'.
- 1.3 'Hire' is the hire of equipment or entertainment accompanied by a representative of the 'company' to supervise use of the booked equipment or entertainment.

#### Bookings

- 2.1 All equipment remains the property of the company at all times.
- 2.2 By placing an order with us either verbally or via e-mail regardless of whether a booking form has been returned or deposit paid it is deemed that the customer has read, understood, fully agreed to and is bound by all our terms and conditions of hire.
- 2.3 In the event of traffic or other uncontrollable circumstances preventing us from being able to fulfil our contracted obligations our liability shall be limited to a refund of any monies paid in relation to the contracted event or a pro rata reduction in the hire fee in the event of delayed start. No further compensation will be paid irrespective of any loss of earnings.

#### Prices, Deposit & Balance Payments

- 3.1 All hires are subject to a deposit of £50 (Deposit is non refundable).
- 3.2 The balance to be paid in full and cleared 14 days prior to the event start date unless approved account facilities are held.
- 3.3 Terms for approved account clients will be strictly 30 days from invoice date unless agreed in writing by the company.
- 3.4 Advertised prices are subject to change without prior notification.
- 3.5 The company reserves the right to charge interest on all overdue accounts at 2% above its banker's current interest rate.

#### Cancellations

- 4.1 Any cancelled order is subject to the following cancellation charges:

Within 10 weeks prior to event 20% of order value

Within 8 weeks prior to event 50% of order value

Within 4 weeks prior to event 75% of order value

#### Equipment

- 5.1 The company reserves the right to substitute hired equipment with equipment of a similar type and value without notice in the event of previous damage or loss of booked equipment.
- 5.2 All sizes quoted are approximate
- 5.3 All goods remain the property of the company at all times.
- 5.4 The company reserves the right to amend or alter any product specifications without prior notice.

#### Site Location, Facilities & Conduct

- 6.1 Hired equipment will be set up in one location only as agreed on arrival and will not be moved once unloaded.
- 6.2 The company reserves the right to refuse delivery if the venue or site is deemed to be unsuitable by our delivery personnel or if the client has failed to notify the company of any delivery obstructions such as stairs or excessive loading distances from our vehicle to the installation site. In such a case a partial refund will be given and 50% of the hire fee will be due.
- 6.3 The client is responsible for ensuring that suitable security and crowd control measures are in place prior to start of event.
- 6.4 The company reserves the right to cease operation and remove hired equipment from site if at any time a representative of the company feels that guests or clients conduct endangers the safety of the guests, clients, themselves or the safety of the hired equipment. In such cases no refund will be given and full contracted fees will be due to the company.

#### Liability & Insurance

- 7.1 The company's liability insurance covers use of the equipment only whilst booked on 'hire' (supervised by a representative of the company).
- 7.2 The client agrees to indemnify the company for any damage or theft of the company's equipment whilst on hire.
- 7.3 The company accepts no liability for any damage or loss of personal property and or any injury arising from the use of the hired equipment.