



## TERMS & CONDITIONS

### SET-UP, DELIVERIES AND APPOINTMENTS

- ALL APPOINTMENTS AND VISITS MUST BE ARRANGED IN ADVANCE INCLUDING AT WEEKENDS.
- SET-UP AND DELIVERIES FOR WEDDINGS ARE BETWEEN MIDDAY AND 4PM AND ALWAYS BY PRIOR ARRANGEMENT.
- THERE IS NO ACCESS TO THE HOUSE OR GARDENS THE DAY BEFORE OR THE DAY AFTER YOUR EVENT.
- NO ITEMS CAN BE STORED IN THE HOUSE OVERNIGHT.
- COLLECTIONS ARE BETWEEN 10AM AND 12 MIDDAY THE DAY AFTER THE WEDDING UNLESS AGREED OTHERWISE.
- WE WILL ONLY BOOK ONE EVENT ON ONE DAY. ADDITIONAL TIME REQUIRED FOR SETTING UP MUST BE AGREED IN ADVANCE WITH US AND MAY NOT BE PERMITTED IF ANOTHER EVENT EITHER PRECEDES OR FOLLOWS YOURS.

### ON THE DAY TIMINGS

- THE MUSIC MUST FINISH BY 11.30PM.
- THE BAR IS LICENSED UNTIL MIDNIGHT.
- ALL GUESTS SHOULD HAVE LEFT THE PREMISES BY MIDNIGHT.
- TAXIS AND OTHER TRANSPORT SHOULD BE ARRANGED PRIOR TO THE EVENT SO GUESTS CAN DEPART BY THE REQUIRED TIME.
- WE WILL REQUIRE CONFIRMATION OF THE BOOKING OF ANY COACHES OR BUSES.

### PROVISIONAL BOOKINGS

- PROVISIONAL BOOKINGS WILL BE HELD FOR 7 DAYS.
- IF THE DEPOSIT, TERMS & CONDITIONS AND BOOKING FORM ARE NOT RECEIVED WITHIN THE SPECIFIED TIME THEN WE RESERVE THE RIGHT TO SELL THE DATE.

### DEPOSITS AND CANCELLATIONS

- THE HIRER WILL PAY EYAM HALL A NON-REFUNDABLE DEPOSIT OF 50% OF THE TOTAL FACILITY HIRE & SERVICES CONFIRMED AT THE TIME OF BOOKING. THE BALANCE IS TO BE PAID IN FULL ONE MONTH PRIOR TO THE EVENT UPON CONFIRMATION OF YOUR FINAL NUMBERS.
- DEPOSITS ARE NON REFUNDABLE AND ALL CANCELLATIONS MUST BE CONFIRMED IN WRITING.

### ADDITIONAL SERVICES

- ANY EXTRA SERVICES BOOKED WILL REQUIRE THE STANDARD 50% DEPOSIT UPON BOOKING AND THE BALANCE WILL BE DUE ONE MONTH PRIOR TO THE EVENT.
- EYAM HALL RESERVE THE RIGHT TO BILL FOR ANY EXTRA ITEMS MISSED FROM THE FIRST INVOICE OR FOR ADDITIONAL SERVICE OR GOODS REQUIRED.

#### WINES AND DRINKS

- CORKAGE PER 75CL IS £10 PER STILL BOTTLE AND £14 PER SPARKLING BOTTLE.
- WINES CAN BE ORDERED FOR SAMPLING AND THESE WILL BE CHARGED AT THE HOUSE WINE RATE AND ADDED TO THE FINAL INVOICE.
- ALCOHOLIC MINIATURES THAT ARE PROVIDED AS FAVOURS ARE FREE BUT LIMITED TO ONE PER PERSON.
- ANYONE FOUND BRINGING IN ALCOHOL NOT BOUGHT FROM THE US WILL HAVE IT CONFISCATED AND MAY BE ASKED TO LEAVE THE VENUE.
- THE WINE LIST WILL BE AMENDED EVERY JANUARY AND THERE MAY BE A SLIGHT INCREASE TO THE WINE PRICES.

#### SMOKING & E-CIGARETTES

- GUESTS WISHING TO SMOKE ARE INVITED TO DO SO IN DESIGNATED SMOKING AREAS AND USE THE SAND FILLED URNS FOR CIGARETTE STUBS.
- ALL INTERNAL AREAS ARE NON SMOKING. THIS INCLUDES E CIGARETTES.

#### CIVIL CEREMONIES

- THE ROOM IN WHICH THE CEREMONY IS HELD AND ANYTHING WITHIN THE ROOM MUST NOT REFLECT RELIGIOUS BELIEFS.
- SMOKING OR THE CONSUMPTION OF FOOD & DRINK IS NOT PERMITTED BEFORE OR DURING THE CEREMONY.
- GUESTS SHOULD BE ADVISED TO ARRIVE ONE HOUR PRIOR TO THE SERVICE AND WILL BE DIRECTED TO THE BAR TO WAIT TO BE CALLED THROUGH.
- IT WILL BE THE CLIENT'S RESPONSIBILITY TO ORGANISE THE REGISTRARS. OUR LOCAL REGISTRY OFFICE IS BAKEWELL.

#### CONFETTI

- WE DO ALLOW CONFETTI OUTSIDE AT EYAM HALL.
- CONFETTI MUST BE NATURAL FLOWER PETALS ONLY, FRESH OR DRIED.
- PLASTIC TABLE CONFETTI IS NOT PERMITTED.
- IF NON BIODEGRADE CONFETTI IS USED, A £100 FINE WILL BE CHARGED TO THE HIRER.

#### SUPPLIERS AND DECORATIONS

- ALL SERVICE PROVIDERS NOT ON THE PREFERRED SUPPLIERS LIST MUST BE APPROVED BY EYAM HALL PRIOR TO BOOKING.
- FIRMS THAT ARE NOT KNOWN TO THE VENUE MAY BE ASKED TO MEET THE VENUES OWNERS BEFORE THEY ARE ACCEPTED AS SERVICE PROVIDERS.

- IF SUPPLYING YOUR OWN ENTERTAINMENT ALL EQUIPMENT MUST BE PAT COMPLIANT AND HAVE PUBLIC LIABILITY INSURANCE.
- EYAM HALL WEDDING ARE NOT RESPONSIBLE FOR ANY RECOMMENDED SUPPLIERS.
- ANY DECORATIONS THAT NEED ATTACHING TO ANYTHING ON THE PREMISES WHETHER SUPPLIED BY A THIRD PARTY OR BY THE BRIDE AND GROOM MUST BE AGREED PRIOR TO THE EVENT.
- CANDLES ARE ONLY PERMITTED IF SHROUDED WITHIN A TEA LIGHT HOLDER OR LANTERN AND DINNER CANDLES MUST BE WITHIN A GLASS CHIMNEY, IF IN THE MARQUEE.
- DINNER CANDLES ARE ALLOWED IN THE UPPER BARN BUT MUST BE WHITE OR IVORY TO PREVENT STAINING OF THE TABLECLOTHS.

#### CHILDREN

- CHILDREN ARE WELCOME.
- THE PROPERTY HAS A WATER FEATURE, WHICH REPRESENTS A POTENTIAL WATER HAZARD.
- ALL CHILDREN ARE THE RESPONSIBILITY OF THEIR PARENTS; PLEASE WATCH THEM AT ALL TIMES.

#### ANIMALS

- WHILST WE ARE DOG FRIENDLY ALL ANIMALS MUST HAVE PRIOR PERMISSION.

#### CHINESE LANTERNS, FIREWORKS, SPARKLERS & DRONES

- DUE TO SAFETY ISSUES AND INSURANCE CHINESE LANTERNS ARE NOT ALLOWED.
- FIREWORKS CAN BE ARRANGED. PLEASE CONTACT US TO DISCUSS FURTHER DETAILS.
- WE DO ALLOW SPARKLERS OUTSIDE THE PROPERTY.
- THE USE OF DRONES IS NOT PERMITTED.

#### DAMAGE AND LIABILITY

- IN THE EVENT THAT DAMAGE OR LOSS OCCURS, THE CLIENT WILL BE RESPONSIBLE FOR REIMBURSEMENT IN FULL.
- THE OWNER WILL OBTAIN THREE QUOTATIONS FOR ANY REMEDIAL WORK, AND BY AGREEMENT WITH THE CLIENT, ACCEPT THE QUOTATION THAT WILL MOST CLOSELY RESTORE THE ITEM TO ITS ORIGINAL CONDITION.
- THESE CONDITIONS APPLY EVEN IF SUCH DAMAGE IS THE FAULT OF A GUEST OR SUBCONTRACTOR OF THE CLIENT.
- EYAM HALL SHALL NOT BE LIABLE TO THE CLIENT OR THIRD PARTIES FOR ANY ACCIDENT, DAMAGE, LOSS, INJURY, EXPENSE OR INCONVENIENCE WHICH MAY BE SUFFERED, INCURRED, ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE HIRING OF THE VENUE OR GROUNDS.

#### BEHAVIOUR

- EYAM HALL HAS A ZERO TOLERANCE POLICY REGARDING ILLEGAL ACTIVITIES, VANDALISM AND RUDE AND ABUSIVE BEHAVIOUR TOWARDS THE OWNER OR ANY OF THEIR STAFF.
- ILLEGAL ACTIVITIES WILL IMMEDIATELY BE REPORTED TO THE POLICE.
- RUDE, ABUSIVE GUESTS WILL BE ASKED TO LEAVE THE VENUE & GROUNDS WITH IMMEDIATE EFFECT.
- EYAM HALL IS A BEAUTIFUL PRIVATE COUNTRY HOUSE. WE ASK THAT ALL CLIENTS' GUESTS BEHAVE AND TREAT IT WITH RESPECT.

#### CIRCUMSTANCES BEYOND OUR CONTROL

- EYAM HALL RESERVES THE RIGHT TO CANCEL ANY BOOKING WITHOUT ANY LIABILITY ON THEIR PART IN THE EVENT OF ANY DAMAGE OR DESTRUCTION BY FIRE OR ANY OTHER CAUSE BEYOND THEIR CONTROL, WHICH SHALL PREVENT THEM FROM DISCHARGING THEIR OBLIGATION IN CONNECTION WITH ANY BOOKING.
- IN SUCH CASES, ALL FEES PAID WILL BE RETURNED FORTHWITH. EYAM HALL WILL NOT BE RESPONSIBLE FOR ANY CONSEQUENTIAL LOSS ARISING FROM THIS CONDITION.

#### RESPONSIBILITIES

- ANY PERSONAL EFFECTS LEFT BY THE CLIENTS OR THEIR GUESTS AND CONTRACTORS ARE THEIR RESPONSIBILITY COMPLETELY.
- WE TAKE NO RESPONSIBILITY FOR THEIR CONDITION AND ANY MISSING ITEMS.
- WE RESERVE THE RIGHT TO UPDATE TERMS AND CONDITIONS.