



LARKSPUR LODGE

— knutsford —

WEDDING CONTRACT

Terms & Conditions

Events & Wedding Booking Form

Larkspur Lodge, Bexton Lane, Knutsford, WA16 9BQ 01565 651738
 info@larkspurlodge.co.uk
 Company Registration—09042920

DATE OF WEDDING			
NAME OF HOSTS	xxxx		
EVENT TYPE	Civil Ceremony and Wedding Celebration	HIRE BASIS	Sole Use Hire
WEDDING MINIMUM SPEND	Minimum Spend £XXXX *This is made up of pre-ordered food & beverage for your wedding day and is in addition to the venue hire		
VENUE HIRE	Venue Hire £xxx		
PAYMENT SCHEDULE	Deposit Due £1000.00 Due by 14th January 2019 INTERIM 1: £2000.00 Due 13th May 2019 INTERIM 2: £x000.00 Due 11th Dec 2019 FINAL BALANCE: £1000 Due 5th July 2019		

LARKSPUR LODGE TERMS & CONDITIONS

In these Terms and Conditions “Larkspur Lodge” means Larkspur Lodge Limited.
 Thank you for provisionally booking Larkspur Lodge for your event. To secure this date for your event, please sign the following terms and conditions and return along with your non refundable £1000.00 deposit payment.

Deposit payment:

To secure your booking a £1,000.00 deposit payment is due by **14th January 2019**. Payment can be made by BACS into our bank account **Account Number 10622243, Sort code 09-02-22**. Please use your surname and wedding date as your reference. Receipt of a booking deposit confirms acceptance of the terms and conditions.

Payments schedule:

An itemized payment schedule is above, consisting of a deposit payment, interim payments and a final balance payment. The final balance will be calculated and supplied 6-4 weeks prior to your event and full payment due by: **1st August 2019**. Please note guest numbers cannot be decreased from this point onwards.

Any additional costs in respect of items requested during the event, whether requested by the person (s) booking the venue or by a guest with the authority of the person (s) who booked the venue, will be added to the final account presented to the person (s) who booked the venue and must be settled before or on departure.

Minimum Spend Information:

The minimum spend includes any monies paid in advance for pre-ordered food and beverage to be supplied on the day of the event. The minimum spend does NOT include venue hire, bridal prep room, decoration hire, gratuity or any additional food/drink purchased on the day of the event.

Please note we do not provide a corkage service. Prices of food and beverage are subject to market change. A £100.00 discretionary gratuity will be added to your final bill which you can choose to remove, reduce or increase at your discretion.

Other Information:

Access for suppliers to dress the venue is available from 9.00am on the morning of the event, please liaise with your wedding planner to arrange access. Any items supplied for the wedding e.g. cakes, decorations, candle holders etc must be removed on departure or by 10am the next day. We do have onsite parking at Larkspur which can be used on the day of your wedding. Cars must be removed no later than 10am day after your wedding. Larkspur Lodge will not be responsible for any items or vehicles left on the premises.

When hiring the venue on a sole use basis, children are welcome to stay for the duration of the celebration, but it is a strict requirement that children must be supervised by an adult at all times.

The Bar and Music are licensed until 10.55pm Sunday-Thursday and 11.55am Friday and Saturday with last carriages 30 minutes after closing. Entertainers must have appropriate insurances. Sound must be kept to a reasonable level, we reserve the right to request the music to be lowered if deemed necessary. Larkspur Lodge has a PA system installed which all bands/DJ's must plug into. Acoustic Drums are not permitted.

In consideration of the payment by you of the price and your compliance with these terms and conditions we grant you and your guests an exclusive license to use the premises on the date. This license only allows you and the guests to use Larkspur Lodge and the premises for lawful and proper activities connected with the event. This license will last only for the date and any period expressly permitted by us for you to perform any preparatory work for setting up for the wedding prior to the date. We shall be entitled to refuse entry to the premises to any guest or to ask you or any guest to leave the premise if, in our reasonable opinion, you or any of your guests are acting in any manner which we deem inappropriate. Smoking is prohibited everywhere on the premises except for the designated external smoking areas which can be identified on external signage. The use of fireworks/Chinese lanterns is prohibited anywhere on the premises. The use of bio-degradable confetti is restricted to certain areas of Larkspur Lodge.

Please treat the property and facilities with respect and care so that other guests may continue to enjoy them. All areas will be inspected at the end of the event and you may be charged for any loss or damage found. We ask that our local neighbours are respected and noise is kept to a minimum when vacating the venue.

The Person (s) who has / have booked an event, is / are responsible for the behaviour and actions of their guests while at Larkspur Lodge. Inappropriate behaviour may result in the event being closed early by the management of Larkspur Lodge and guests being asked to leave the premises. The management of Larkspur Lodge hereby reserve this right under the contract for this purpose. In the event of failure to comply with management requests, Larkspur Lodge may terminate the booking or stop any event without being liable for any refund or compensation In accordance with statute, Larkspur Lodge operate a "No-Smoking" policy and will not allow or tolerate smoking within venue. Persons wishing to smoke should do so outside.

Our obligations to you in respect of the premises

We undertake with you:

- To give access to the premises on the date to you and your guests (up to a maximum of the number that you have notified us of) free from obstructions and in good condition.
- To comply with the applicable laws and the rules and regulations of any local or other competent authority where a breach of which would restrict or prevent the staging of the wedding

Your obligations in respect of the premises

You undertake with us:

- To use the premises only for the purpose of staging the wedding.
- Not to use the premises or any part of it for any activities which are dangerous, offensive, noxious, illegal or immoral or which are or may become a nuisance to us or our neighbors, or other persons attending the premises.
- Not to do anything which might invalidate any insurance maintained by us in respect of the premises or which might increase the insurance premium payable for the premises.
- To observe all applicable laws, licenses, and the regulations relating to the use of the premises for staging the event. We will as best we can upon your request, assist you in establishing what those applicable laws, licenses and regulations are.
- At your own cost to comply with all requirements of Health and Safety regulations in relation to any features of the wedding which are special or unique to the event.
- To pay us the cost of making good all damage to the premises suffered during the event (excluding fair wear and tear).
- If you or any of your guests do anything which prevents us making an insurance claim, you agree to reimburse us for the money we are unable to claim.
- You agree to pay the excess of any insurance claim resulting from any actions or negligence by you or any of your guests.
- Not to park on or obstruct the access way to the premises.
- Not to make any alterations or attachments or additions including decoration, to the premises without or prior written consent.
- To use your best endeavours to ensure that the guests behave in an appropriate manner.

Force Majeure

You recognize that the premises is a 200 year old barn and that, from time to time, some remedial and/or restoration work may be required to ensure that the premises is maintained to the standard that is commensurate to a 200 year old barn. If building work is required then we shall endeavor to keep any disruption to a minimum. Reference to force majeure in these terms is to include any work that is necessary to under take in order to maintain the premises. If by reason force majeure, (i.e. any matter beyond our reasonable control, or unavailability of the premises, power, equipment or labour) We are (or expect to be) prevented or substantially hindered from fulfilling the substance of our

obligations under these terms then we shall, as soon as practicable make these terms then we shall, as soon as practicable make you aware of any such event and both parties shall be entitled at any time thereafter to withdraw from this contract by notice in writing to the other.

In the event of cancellation or suspension pursuant to the previous clause, the parties agree to use all reasonable endeavors to agree on a suitable and mutually agreeable revised date. In the event that a suitable replacement date cannot be found and the contract is therefore terminated, both parties agree that they shall not be liable to the other for any loss which they may sustain in any such cancellation or suspension. Both parties shall, in the event of cancellation, be under no liability to the other in respect of any future obligations under the contract and in the event of suspension shall be relieved of such obligations under the contract for the period of such suspension (but without prejudice to any rights of either party against the other in respect of any claim accrued under the contract from the date of commencement of such cancellation or suspension).

In the event of cancellation pursuant to this clause we shall repay to you the monies you have paid to us with a deduction being made in respect of our reasonable costs incurred up to and including the termination date.

Limitation of Liability

Nothing in these terms shall limit or exclude our liability to you for the death or personal injury resulting from our negligence.

You and your guests shall be responsible for any property or valuables which you bring to the premises and we shall not be liable for any damage to or loss of those valuables except where such loss or damage is caused by our negligence or direct actions of us. It is your sole responsibility to inform your guests of the application of this clause.

Subject to the previous clause, we shall not be liable to you for any loss or damage caused by us in circumstances where we have not breached any legal duty owed to you nor shall we be liable to you for any loss which is not a foreseeable result of any breach we may commit.

Subject to the previous clause, our maximum liability to you shall be limited to the price.

Terms of cancellation:

Unfortunately payments, deposits and dates are non refundable or transferable in any circumstance. For this reason wedding insurance is advisable. Cancellations must be notified in writing and will result in the charges of:

- From 12 months - 50%*
- From 9 months - 75%*
- From 6 month - 100%*

*% of agreed minimum spend & venue hire or package price

Please note: cancellation charges are payable within 14 days of written cancellation notice.

To secure your reservation, please sign to accept terms and conditions and return with a £1,000.00 non refundable deposit. Payment of deposit denotes acceptance Of terms and conditions. Deposits, Payments and dates are not transferable. Failure to pay any payment within 7 days of being requested to do so entitles Larkspur Lodge to treat the booking as cancelled. Bookings will not be confirmed until the signed booking form and paperwork are returned and all relevant deposits paid. Larkspur Lodge reserves the right to cancel a booking if payment conditions are not upheld.

Consequences of termination

In the event that the event is cancelled by you, except because we have committed a fundamental breach, we agree to use our reasonable endeavours to re-allocate the event date that you have chosen. However, you recognize that it will not always be possible to re-allocation your chosen date. If the event date were to remain vacant following cancellation, we will not only have lost out on the payments you were to make pursuant to these terms but also, amongst other things, on the opportunity of the revenue from accommodation and drinks sales. In those circumstances our proper measure of damage is our loss of the payment of the price in full plus the loss of profit that we would have expected to make on the day itself.

If the event is cancelled by you except because we have committed a fundamental breach of this contract and from you we have been unable to reallocate the date, we will be entitled to a payment calculated as a percentage of the price as follows.

By signing below, I/we confirm we have read, understood and agreed to the Terms and Conditions as detailed above and overleaf.

Thank you for booking Larkspur Lodge for your celebrations we look forward to working with you to create a truly special and memorable occasion.