

Woodland Workshop - Conditions of Hire

General Obligations

The Client accepts full responsibility for the use and or operation of the hire equipment and hereby agrees to release and fully indemnify the Owner [Woodland Workshop] against any third party claims, actions, demands, suits, costs and expenses for damage or injury or death to person or persons or property arising directly or indirectly out of the hire or use of the Equipment by the Client or persons associated with the Client.

The Client acknowledges that he or she has inspected the Equipment upon delivery or collection and agrees that the Equipment is in good condition and in working order.

The Client agrees not to modify or permanently attach anything to the Equipment for their own purposes whilst on hire and shall return the Equipment in the same condition as he or she received it. All Equipment or part thereof and associated packaging (including boxes, tubs, bags and containers) that are lost, damaged or broken whilst on hire could be charged to the client at full present day replacement value. It is the obligation of the Client to immediately inform the Owner of any Equipment damaged, lost or stolen whilst on hire. Any items damaged in transit must be photographed and reported *prior* to commencement of the event or reimbursement for replacement or repairs from the bond will be chargable.

Responsibility for the condition of the returned Equipment lies with the Client. All the Equipment when ready to be returned by the Client must be clean, dry and properly repacked to avoid any damage during transit. Linen is allowed to be returned unclean (dry and bagged) as the laundering costs are built into the hire fees. **LATE RETURNS:** Hire period is outlined on the invoice and generally 3 days duration. Returns after the due date will incur a charge of \$20 per day taken from the bond.

Bond and Payment

A refundable bond of \$100 is payable before the hireage commences. This bond will be refunded to the Client once all the Equipment is returned undamaged and in the same condition as it was received by the Client. Any damage, losses, or in the case of linen, stains or fabric damage may incur a charge to the Client, to the value of the full replacement cost of the Equipment. If the bond is not sufficient to cover the total of the additional charges then the balance will be invoiced to the Client for payment.

Cancellation Policy

If you need to cancel the booking for any reason, the \$50 deposit is non-refundable. You can postpone the event and rebook within *6 months* using your deposit. (subject to your theme being available). To qualify to reuse the deposit for a future booking, 5 Days minimum cancellation notice must be given by email.

Safety

Once the Owner has delivered the Equipment or the Client has collected the Equipment, it is the responsibility of the Client to handle and operate the Equipment in a proper, safe and careful manner and only for the purpose and capacity for which it was designed.

It is also the responsibility of the Client upon collection of the Equipment to check the condition, suitability and fitness for the purpose to which the Client requires the Equipment and on accepting the Equipment releases the Owner of any obligation or responsibility and control over the security, manner of use, operation and maintenance of the Equipment until it has been returned to the Owner.

Name: _____

Signed: _____ Date: _____