

NAME OF BRIDE

NAME OF GROOM

EVENT DATE

CONTACT NUMBER

CONTACT EMAIL

CONTACT ADDRESS

VENUE

VENUE ADDRESS

TIME START TIME END

PACKAGES 2Hrs 3Hrs 4Hrs

£275 £375 £475

If booked with CIA Photography as your official Photographers for your wedding

Discounted 3hrs £300

**A deposit of £75 should be paid to secure your date, the balance is due 10 working days before your event date. Payment by Paypal to** [**snap@bonniebooth.co.uk**](mailto:snap@bonniebooth.co.uk) **or BACS**

**Account Name CIA EVENTS :: Account 10955225 :: Sort Code 83-17-10**

**ACCESS, SPACE & POWER FOR PHOTO BOOTH**

At least 2.5m Long x 2.5m Wide x 2.4m High (Measurements include space for Photo  
Booth but may require additional space for Table and queuing space)

Customer is responsible for arranging a 13amp wall power socket for the Photo Booth.

Customer will arrange for an appropriate space for the Photo Booth at the event’s venue

BY SIGNING, YOU STATE YOUR AGREEMENT TO THE TERMS AND CONDITIONS:

SIGNATURE DATE

**Payment of Services**

All bookings are subject to a non-refundable booking fee of £75 at time of booking unless otherwise agreed in advance. The remaining balance is due no less than 3 days before the event unless agreed in advance by Bonnie Booth. By completing the booking form and having the booking accepted by us you are agreeing to pay the full amount of hire as quoted. Any cancellations are subject to our cancellation policy (see below) and may still require the full hire payment to be paid.

**Cancellation — over 14 days notice**

If you need to cancel you booking and give us more than 14 days notice we will refund any additional payment made on top of the non-refundable booking fee but not the booking fee itself. If you wish to move the date we will try to accommodate where possible and put any paid booking fee towards a future date. Cancellation needs to be in writing / email and not verbal.

Cancellation — less than 14 days notice

If you need to cancel your booking and give us less than 14 days notice any payments received will not be refunded and you will be liable to still pay any remainder balance on the hire within 14 days of cancelation. Cancellation needs to be in writing and not verbal.

**Venue Location**

It is your responsibility to ensure that all address details of the venue are correct including a full postcode. Bonnie Booth cannot be held responsible for any errors or delays resulting from incorrect or missing address details.

**Access and Parking at Venue**

It is your responsibility to ensure that there is access for us to unload and load at the venue. This includes parking of our car during the unloading / loading period. In the instance that the only parking for access is on restricted parking you will be liable for any parking fines that may occur and will be invoiced to you after the event. You also need to provide parking spaces for our vehicle during the entire time we are onsite, any parking charges are the responsibility of the client. If parking isn’t provided or paid for any charges incurred to us will be invoiced to you after the event.

**Events Beyond our Control**

Bonnie Booth cannot be held responsible for any circumstances that may prevent us from attending your event, these may include but are not limited to severe weather conditions, traffic delays, breakdown of our vehicles, sickness or equipment failure. In the case that we cannot attend or fulfil your hire due to events beyond our control we will contact you or the venue as soon as possible. In these instances our liability will be limited to the refunding monies paid either in full.

We guarantee a minimum of 90% up time at your events, this allows us time should we need to change paper or restart computers. Should we encounter a problem that cannot be resolved at the event or go below the 90% up time our liability will be limited to the refunding of monies paid on a pro-rata basis based on time we have provided the full service booked.

**Set-up of Services**

It is your responsibility to ensure that the venue has agreed for Bonnie Booth to be in attendance at their venue at the agreed time. This also includes ensuring that there is access to enter the venue and enough space with a power socket in close proximity of where the services are to be (within 1.5 m). If there is insufficient space for the Photo booth to set up you will still be charged the full hire amount. It is your responsibility to inform us of any circumstances that may make setting up take longer, these may include going upstairs, a long distance from unloading area to set-up area etc. If we are not aware of these and the set-up takes longer than usual your hire period may be used as part of the set-up period.

**Hire Period**

Bonnie Booth will arrive to set up anywhere from 30 minutes to 60 minutes before the agreed time depending on what service has been hired. The hire period will commence from the agreed period of time as per the booking form and finish at the agreed time. In the event that Photo booth hire is not ready to commence at the agreed time due to our fault we will still give you the agreed hire period by extending the finishing time of the hire. In the event that the hire does not start at the agreed time in the instance that setup has been delayed due to either the venue not allowing access on time or your events are over running the hire will still end as per the agreed time on booking form. In the event that we have set up in time but the hire does not start at the agreed time due to over running of previous activities by yourselves or venue the hire will still end as per the agreed time on booking form.

**Termination of Hire**

Bonnie Booth will not tolerate any abuse or threatening behaviour to our staff. If this does occur Bonie Booth are within their right to terminate the hire. We are providing a service to yourselves and guests and therefore feel that our staff should be treated with the respect they deserve. Bonnie Booth are also within their right to terminate a hire if they feel that any equipment or property belonging to Bonnie Booth is in danger of getting damaged or has been damaged due to unruly behaviour from the guests. We also reserve the right to refuse guests to participate in the activities if we feel they are too unruly or too intoxicated. In any instances where we feel there is a need to terminate the hire we will always speak with the host first to try to resolve the matter before terminating. If we do have to terminate the hire due to reasons stated above, the full cost of hire is still payable and we will not issue any refunds for hire time that has been cut short.

**Damages to the Equipment**

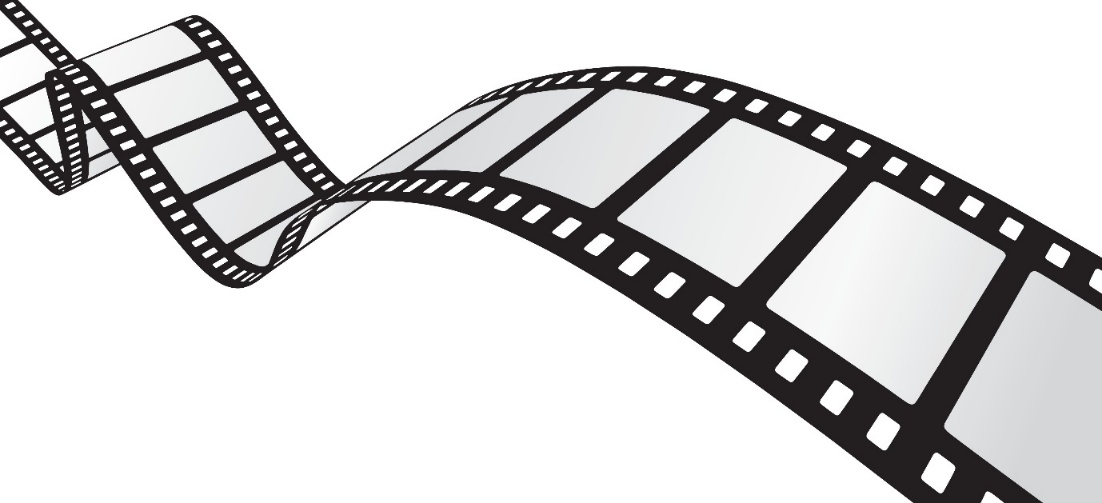
If for any reason our equipment get damaged during the hire period by one of your guests you will be responsible for the cost of repairing/replacing the part. If any equipment does gets damaged and this effects the services the hire will be terminated as per termination section above.

**Children**

Children under 10 are to be supervised at all times by an adult over 16 years when using any of our services. We reserve the right to not allow children to use our services if they are not accompanied and under the control of a responsible adult or if we feel they are hampering the enjoyment of our services for other guests.

**Use of photos/Videos by us**

By booking us for your event you are of the understanding that we may use any of the photographs/videos taken during the interactive services of yourselves and your guests for any suitable means, this includes but is not limited to advertising and promotional material either in print or on the internet. By us attending your event we are of the understanding that permission has been granted to do so by yourselves and your guests.



**PLEASE RETURN THIS FORM TO BONNIE BOOTH – 23 DILLICHIP CLOSE – ALEXANDRIA – G83 9JP**