

TERMS AND CONDITIONS

- 1 The fee for the exclusive hire of the venue for a period of 6 days shall be the sum of £350 payable as follows:

£100 by way of deposit payable upon booking the venue in respect of each week of hire. Such sum will form part of the hiring fee, but in the event that the booking is cancelled less than four weeks before the due date, the deposit will be forfeit.

The balance of the hiring fee will be payable not less than ten days before the date of commencement of hire.

All payments shall be made in cash or by cheque made payable to ...

- 2 The Owners will:
 - A. make sure the venue is available from [2.00p.m. on Wednesday of the week of hire until 12.00 noon on the following Wednesday]
 - B. provide the lighting and heating of the venue and all basic amenities
 - C. maintain public liability indemnity cover in respect of the venue
- 3 The Hirer will be wholly responsible for the following:
 - A. the transport, including its cost, of all paintings, works of art or any other items brought to the venue by the hirer
 - B. the cost of insuring all paintings, works of art or other such items
 - C. at their own expense, the cost of hanging, installation and subsequent removal of all paintings, works of art and other items and in so doing shall cause no damage to the fabric of the venue[
 - D. the marketing, publicizing and daily attendance of any exhibition mounted by the hirer
 - E. notifying the Owners of any damage, accidental or otherwise occurring at the venue during the period of hire
 - F. vacating the venue no later than 12.00 noon on the day of departure
 - G. leaving the venue in a clean and tidy condition