

The Band of the Royal British Legion Christchurch

BOOKING PRO-FORMA

| | |
|---|--|
| Name and full address of Organisation or individual making the booking and their position. | |
| Contact details Day time telephone number Evening telephone number E-Mail address Mobile number on the day of engagement | |
| Date and time of the engagement Please include the arrival and departure times if relevant. and allow for any travel and set up times. | |
| Full address of the engagement including the post code and any special directions | |
| Description of the engagement i.e. Parade, Tattoo, Concert, County Show, Dedication Ceremony etc. | |
| An outline of what the bands performance would be i.e. Duration of performance times, number of displays, rehearsals etc. | |
| If engagement involves an overnight stay, description of accommodation, meal to be provided? etc. | |
| Vehicle parking arrangements for the Band either for a coach or private cars. | |
| Will secure changing facilities be available? | |
| Any other special arrangements | |

I agree to the terms and conditions attached to this booking.

Signed..... Position..... Date.....

The Band of the Royal British Legion Christchurch

Standard terms and conditions of business

1. Scope

These Standard Terms apply to the supply of all products and services by The Band of the Royal British Legion, Christchurch, unless we otherwise agree in writing.

2. Agency

We accept orders and instructions only on the basis that those instructing us do so as principals and are liable directly to us for payment of our account.

3. Adequacy of instructions

We provide services only on the basis that those instructing us give us all proper, necessary and timely instructions, authority and information to enable us to undertake lawfully and effectively the business instructed, and that those instructing us indemnify us accordingly.

4. Delivery of products and services

The description and price of services and delivery details will be provided in the confirmation of order and/or invoice for service.

5. Payment

We will require a payment of £50 in advance before providing any goods or services. Where we have agreed terms for you our invoices are due for payment 30 days from their date. We reserve the right to charge for costs and expenses incurred in recovering late payments, and to charge interest at the rate then in force pursuant to the Late Payment of Commercial Debts (Interest) Act 1998 as at the due date.

6. Non completion of services

Where you instruct us to undertake any service, you will be responsible for our costs in providing that service whether or not it proceeds to its conclusion subject to cancellation as set out below.

7. Right to cancel

You may have the right to cancel the contract between us within 14 working days of the day after the date on which the contract for the provision of services is concluded. However, where cancellation is made prior to eight weeks before the event no costs will be charged except third party costs for which the Band are liable. Between eight and four weeks before the event 50% of the agreed fee will be charged plus any third party costs and between four weeks and the date of the event full cost will be charged plus any third party costs for which the Band are liable i.e. transport and accommodation hire.

8. Liability

Except in respect of claims for death or personal injury resulting from negligence or as otherwise prohibited by law, our liability for loss or damage (direct, indirect or consequential) including all loss of profit or business arising out of any single claim, event, or series of related claims or events (including claims based on negligence) shall not exceed £1,000,000.

9. Changes to Standard Terms

We reserve the right to make changes to these Standard Terms from time to time.

10. Jurisdiction

Contracts between us will be concluded in the English language and our relationship with you will be governed by English law and will be subject to the exclusive jurisdiction of the English courts.