

BRS Training Ltd Terms and Conditions

DEFINITIONS

"The Company", "we" or "us" means BRS Training Ltd. The "client(s)" and "you" and "you" means the organising body and organiser responsible for the communications of and payment for the event. The "contract" means the agreement between the Company and client for a specific booking.

1. USE

1.1 Use of the facilities within the premises is at all times on licence from the Company which licence may be withdrawn by the Company at its discretion without prior notice in the event that in its opinion any individual or company using the facilities is either in breach of these terms or any other regulations relating to its use which the Company may from time to time prescribe.

1.2 Bookings are solely made with the Organiser and cannot be transferred to an agent or third party without prior written agreement from the Company.

1.3 Delegates must not bring food or drink onto the Companies premises to eat or drink here. In the event this rule is broken you will be charged corkage accordingly.

1.4 Smoking is permitted on site in the designated smoking areas.

1.5 Organisers, delegates, sponsors, visitors and anyone else attending an event or meeting must access the building via the main reception in order to sign in and out.

2. PAYMENT

2.1 Payment for the use of facilities will be invoiced within 7 days of the facilities being used and payable in full no later than four weeks of the invoice date.

2.2 In the event of cancellation of the facilities the following fees will be paid:

(i) up to 4 weeks prior to the reserved date – no fee.

(ii) between 4 and 1 week prior to the reserved date – 50% of the fee payable.

(iii) less than 1 week – 100% of the fee payable.

2.3 Except where otherwise stated VAT will be charged on all fees.

3. INSURANCE AND LIABILITY

Whilst every reasonable care is taken by the Company to ensure the safety of those using its facilities we would expect users of our facilities to take responsibility for their own safety as well and we therefore strongly recommend that you carry appropriate insurance against personal injury, accident or loss. The Company will not be liable for any accident, injury or loss which occurs on its premises except as a result of the direct negligence of any member of staff where the event in question is wholly supervised by its employees. No responsibility can be accepted whatsoever of any nature whatsoever arising where the event is not under the full control of the Company. The organisers are responsible for any equipment brought onto the premises including but not limited to computer equipment, teaching aids and personal possessions all of which are at its risk and for which it will be solely responsible. The organisers are required to obtain in advance appropriate liability insurance for such items including delegates own possessions and will have no claim against any policy of insurance maintained by the Company in any circumstances.

4. NUISANCE, ANNOYANCE ETC

The Company would ask that in using the facilities you do not cause any disturbance or nuisance to others. Any rowdy or unacceptable behaviour may result in the termination of your licence to use the premises without refund of any monies paid. Organisers are responsible for the behaviour of those attending courses on the premises.

5. PARKING

A designated parking area has been created. Organisers and attendees are asked to ensure that only those car parking spaces are used. If any car is found parking on unauthorised places it may be towed away at the discretion of the Company.

6. PERSONAL POSSESSIONS

No responsibility can be taken for any loss sustained (including theft) of any personal possessions whilst on the premises and every care should be taken to safeguard these at all times. It is recommended that at all possible times no valuables are brought on site.

7. CANCELLATION BY THE COMPANY

The Company will not be liable for any loss (other than the return of the booking fee if appropriate) where the same arises either as a result of the fault of the customer or for any reason where facilities cannot be made available whether through storm, tempest, interruption of power supply or otherwise whatsoever and we would strongly recommend that insurance is taken out by organisers to cover the cost of any loss of income arising from such an event.

8. HEALTH AND SAFETY

Emergency Exits are clearly marked and fire instructions are displayed in all rooms in the accommodation. Organisers must ensure that those attending are made aware of these instructions and that these instructions are followed and that in particular no exit ways or other areas are obstructed which may prevent the safe exit of visitors in the event of fire.

9. SAFEGUARDING

BRS Training Ltd has a legitimate interest in Safeguarding and protecting the safety and welfare of its students, avoiding disruption to both internal and external events. If you have any concerns that a student has or is at risk of being harmed or exploited, or you receive a disclosure in any form, please contact the main reception as quickly as possible and ask to speak to a member of staff with responsibility for safeguarding.

Please sign, copy and return by letter or fax to show that you have read and agreed the terms and conditions and details for your booking and that the appropriate liability insurance is in place. If the form is not signed and returned within 7 days, the terms and conditions will automatically be applied.