

# SWARTHMOOR HALL

## GROUP TOURS – 2019

### TERMS AND CONDITIONS

**No smoking allowed on site  
No pets allowed (except guide dogs)**

#### **Cancellation**

a) In the event of a cancellation by the Hirer for whatever reason we reserve the right to charge a cancellation fee of up to 100% of the hiring fee depending on the notice given before the hiring date, on the following scale:

More than 3 calendar months:	no charge
3 calendar months to more than 1 calendar month:	50% charge
1 calendar month to more than 1 week:	75% charge
1 week or less:	Full charge

b) We reserve the right to cancel at any time and for any reason whatsoever the hiring of the premises and any equipment without paying compensation of incurring any liability. Deposits will be returned.

#### **Conditions or Premises – Damage and Decorations**

- a) The Hirer shall leave the premises in a clean and good order as they were at the time of entry.
- b) No nails, screws, adhesive substance or tape are to be used on the walls, furniture, fittings or floors.
- c) All exhibition stand construction must be prefabricated. No painting or making good with alternative products will be allowed on the premises.
- d) Permission should be sought in writing for the use of decorations, flags, emblems, gas-filled balloons, balloons, streamers, confetti or fume releasing devices. Where such permission is given it will be conditional on the use of non-inflammable material or material treated with a fire-proofing substance.
- e) We reserve the right to remove any poster, emblem or decoration visible outside the premises which, in our opinion is considered unsuitable.
- f) All property brought on to the premises must be removed immediately after the hiring by the Hirer.

For more information, please visit:

[www.quaker.org.uk](http://www.quaker.org.uk)

**Charity number: 1127633**