

# Hire of Sri Krishna Haveli at (Bhaktivedanta Manor)

## Weddings Terms of Business

Updated: Apr 2024

The person(s) whose name(s) appear on the relevant Venue booking form, known as the "Client", agree(s) that Sri Krishna Haveli (SKH) shall provide the hire of the selected venue space, in the manner described in the relevant booking form & this document. This is a binding contract, which incorporates the entire understanding of the parties, and any modifications must be in writing, signed by both the Client & SKH.

### DEFINITIONS

"SKH" refers to SRI KRISHNA HAVELI (SKH). "Client" refers to the person(s) named in the SKH booking form. "Contract" refers to these terms of business and SKH booking form. "Wedding" refers to the particular wedding/location as detailed in SKH's booking form. The following shall also apply: - References to the singular include the plural and vice versa; and References to the parties include their successors in title; and References to the Wedding as the wedding particularised and detailed in the SKH booking form to the Client.

### BOOKING & PAYMENT TERMS

The Client has up to 7 days (5 working days) to confirm a provisional booking. If the Client has not contacted SKH within the timeframe, SKH has the option to offer that date and time to another prospective client. Upon acceptance of the SKH quote and the issuance of the SKH's booking form to the Client, the Client will confirm the booking by a deposit payment of £2008.00 of the total prescribed in the booking form. This deposit payment will secure the date, time, materials/items supplied and services of SKH. This deposit payment is non-refundable, it being agreed herein that this amount is the agreed loss of the SKH due to cancellation of the booking form by the Client. The balance of the Wedding Package is payable NO LATER than 12 weeks prior to the wedding date. The Final Instalment which includes final catering numbers is payable no later than 6 weeks prior to the wedding date. All payments must be made by bank transfer. Where Client fails to make a payment on the due date SKH reserves the right to cancel or accept cancellation of the booking and apply, in their absolute discretion, the cancellation charges as detailed in the cancellation terms below.

### POSTPONEMENT / CHANGE OF DATES

The Client may postpone this contract up to 20 weeks prior to the date of the wedding by giving SKH notice in writing of the new dates, of the wedding. SKH will have discretion to accept or reject the new dates based on availability & reasons for postponement. On the basis that there are no changes to the venue the following charges will apply when postponing:

- 1st postponement - £ NIL charges unless new date selected falls within a higher hire price bracket. The client will be required to pay the difference.
- If the 1st postponement and new date falls within a cheaper hire price bracket it will be the discretion of SKH to offer any refund.
- All postponements thereafter will incur £4,500 plus vat per each wedding being postponed to a new date capped to a maximum of £6,000 plus vat.

It is agreed by SKH and Client herein that these charges are in compensation for the losses experienced by SKH due to said postponement.

### CHANGES

Where the Client requests changes to the wedding after the booking has been secured and SKH is not able to meet the changes, the Venue reserves the right to apply the cancellation charges.

### CANCELLATION

The Client may cancel this contract at any time by giving the Venue notice in writing and in doing so will forfeit the deposit and any subsequent payment paid in line with the terms. In any wedding, the deposit is nonrefundable. SKH reserves the right to resell or allocate the date(s) that is cancelled or payment for which has not been received by the due dates.

### FORCE MAJEURE

Both parties will be released from their respective obligations in the wedding, or for any other cause, beyond the reasonable control of the parties which renders the performance of the agreement impossible. In that wedding, SKH is not liable for the return of any monies paid by the Client to SKH under this agreement. The liability of SKH is limited to performing its obligations herein at a future time, subject to date and item availability.

### HEALTH AND SAFETY

Although all reasonable precautions will be taken, SKH is not responsible for the safety of any property of the Client, for the loss, damage or destruction to any property/persons or the death or injury sustained by a Client or any other person at the wedding unless such death or injury arises from the negligence of SKH, its agents or servants. SKH is insured with a reputable insurance company (which includes but not exclusive to, public liability and employee liability insurance) and shall on demand produce to the Client a copy of the policy and evidence that it is in force.

### ADVERTISING

The Client hereby permits and allows SKH to use and display any images from the wedding for the promotion of SKH's business.

### NO CONFETTI

Confetti is not permitted to be used on the Bhaktivedanta Manor Estate however rice or fresh flower petals are allowed.

### NO OUTSIDE CATERING

SKH & Bhaktivedanta Manor does not permit outside catering to be consumed onsite. Our Food Safety Policy only permits items that are made on the estate kitchens by cooks and personnel that are supervised by a Food Safety Level 3 manager.

### CATERING PRICES FOR CHILDREN

Children aged over 4 and up to the age of 12 years will be charged at 50% of the price, and children under the age of 4 will be free.

### ANIMALS AND DOGS

The Venue has a No animal, No dogs policy. However this excludes guide dogs. Please note that Guide dogs are not permitted into the actual Shrine room. Visitors can be assisted by a member of staff or a volunteer. Should you wish to visit with a Guide dog please inform us 72 hours in advance so that we can make the necessary arrangements to help in your visit.

### NO SHOES POLICY

The Venue has a no shoe policy in the Kirtan Hall, Sewa Hall the Bala Govinda Room and the classrooms. You are responsible for ensuring that you place your shoes in the racks and pods that are provided and SKH venue will not take responsibility for the loss of any footwear.

### NO INTOXICANTS

Sri Krishna Haveli is situated on the spiritual estate of Bhaktivedanta Manor therefore Smoking (including E cigarettes), Alcohol or any other substances is not permitted onsite.

SKH shall be entitled to remove anyone from the venue/estate who is under the influence of drugs or alcohol or if any persons refuse to adhere to these guidelines.

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### NAKED FLAMES

The use of candles or naked flames is only permitted by the priests for the Vedic ceremonies. No smokes flares are permitted on the estate. In regards to candle décor only battery operated are to be used.

### BRIDAL SUITE

In regards specifically to weddings; the bridal party will have access to the bridal suite (Dressing Room) during the duration of the hire period based on the package that has been selected by the client. Additional fees apply for extra hours that are accrued above & beyond the chosen package.

### PREFERRED SUPPLIERS

The Sri Krishna Haveli use third party suppliers for décor and a list is provided from which the client can select the most appropriate. The use of another décor supplier is to be discussed with the team.

### PRIESTS

Priests are to be selected from our list of affiliated members. SKH has a number of registered priests that provide their unique services at the Venue. Any priests not included in the public liability insurance (PLI) of SKH will be charged an additional fee of £400 payable to SKH by the Client and will be required to disclose their PLI to be able to perform the ceremony at the Venue.

### SOUND & VISION

Sound & Vision offerings at the Sri Krishna Haveli (Bhaktivedanta Manor). When hiring the Sri Krishna Haveli for your wedding, our venue has guidelines in place to ensure that spiritual standards are observed. We offer a variety of music and welcome your suggestions, provided it fits in with the ethos of our Temple. All music and soundtracks would need final approval from our Wedding Manager(s). You are free to choose a combination of any of the following (some you may need to provide):

- We have our own in house collection of ISKCON bhajans and kirtans to suit your wedding
- Your choice of Bhajans and Kirtans
- Your choice of instrumental music from all genres, traditions and cultures
- Live instrumental music bands indoors only

Should you wish to have instruments playing at your wedding, please discuss this with your Wedding Manager. Instruments cannot be played in the courtyard or outdoors due to local authority regulations.

### AV FACILITIES

The Client may purchase the use of the AV facility and technician. No third- party supplier AV equipment (excluding Client Videographer & Photographer) is to be used at the Venue. A Client that wishes to use their own Sound Technician will be required to pay for a SKH technician (£350) to be onsite during the wedding and will be required to disclose their PLI with a minimum value of £5 Million pounds.

### ONLINE STREAMING

SKH can provide an online streaming service at an additional cost to the Client. The streaming facility is a service that is provided during the hire period of the wedding. SKH will not provide the option to view at a later date. If the Client wishes to use a third supplier for online streaming, the Client is still permitted to pay SKH for the value of £400.00. The Client has the opportunity to purchase the 4K raw footage(recording) for an additional £400.00.

### VENUE & WEDDING TIMINGS

SKH will agree all required times of access to the hired spaces for the Client. The Clients are requested to vacate the premises by the end of the hire period as per the booking form.

For any requests to enter the venue before 0800hrs (AM Weddings) - a £40.00 per hour fee will be applied to the booking.

For any requests to enter the venue before 1500hrs (PM Weddings) - a £40.00 per hour fee will be applied to the booking if the venue is not booked for the morning.

The Client shall ensure that the Venue is cleared of all materials and equipment brought into the Venue by the Client, its guests and suppliers, by the booked finish time, SKH Allows grace period of 20mins after which Late departure charges apply (or such other period as may be previously agreed in writing by the Weddings Manager). Should the Client breach his/her obligations under this provision, the Client shall pay an additional charge of £125.00 per hall per hour for the excess period that the materials or equipment are located at the Venue.

### EXCLUSIONS

The following do not form part of the contract and SKH is not responsible for:

1. Wedding Supplier materials and kit.
2. All items left at the venue, will be at the risk of the owner.
3. Client Vehicles are not to be left overnight.

### LAW

This Contract is governed by English law and the parties hereby submit to the exclusive jurisdiction of the English Courts.

### AMENDMENTS

SKH reserves the right to amend these Terms and Conditions subject to the new terms being provided to the Client prior to the amendments coming into effect. The Client will have 14 days to accept or reject the new terms, should there be a failure to respond by the client within the said 14 days the new terms will be deemed to be accepted by the Client and incorporated into the agreement. Should the Client reject the new terms within the said 14 days period, the original Terms and Conditions will remain in effect.

### ACCEPTANCE & UNDERSTANDING

The Client hereby accepts the booking form from SKH and confirms that they have understood the terms herein. By placing your deposit, the Client accepts these terms.