



## Hire Policy

### Terms & Conditions of Hire

ALL bookings made with and provided by Designer chair covers to go are bound by the Terms and Conditions stated on this page. Payments made to Designer chair covers to go deem that the Hirer agrees, adhere's to and is bound to the Terms and Conditions. The lead name stated on the Booking documents and/or Orders is responsible for all hired goods and their subsequent care and replacement as per the Terms and Conditions.

1 - All goods supplied are on a hire basis only and title remains with Designer Chair Covers To Go. Hereafter known as the Hiree

2 - The Hirer is the person named on the booking form. The Hirer takes responsibility for the goods under these terms and conditions.

3 - The hire period is approximately 24 hours- This can be extended at the Hirees discretion for which a charge may be levied.

4 - A 50% deposit will be required to secure a booking. The balance is payable in full 4 weeks before the event date. If a booking is cancelled more than 1 month in advance then no more is payable, if a booking is cancelled within 1 month then the full remaining balance is payable - These monies can be used against a future booking within 12 months if the event is only postponed. Bookings within 1 month must be paid in full at time of booking.

5 - The Hiree will provide a cost of delivery/collection based on a round trip mileage to/from the delivery destination specified by the Hirer. This cost is for delivery by the Hiree in their own vehicles and not an outsourced courier. Should the Hirer choose to organize their own transport, the hirer must be aware glassware collected or delivered back by an independent courier are not insured or covered by any courier company and therefore are sent at the Hirer's own risk. Any courier used by the Hirer must be guaranteed and have a tracking number. Any damaged items received back via an independent courier will be checked

whilst in the presence of the courier driver. Any breakages will be noted as such at that time on the manifest and missing / damaged items charged accordingly according to paragraph 7.

6 - The Hirer shall be solely responsible for the Hired Goods not the reception/event venue/hotel/florist or any other third party to whom shall take possession of the Hire Goods. The Hirer shall be alone responsible for insuring the Hired Goods are kept in good order from the time of receipt of delivery until back into the possession of the Hiree. Therefore agreement of a good provision of storage must be made and organized directly with any third party involved for any hired goods if you are leaving at the venue prior to our collection or your own return delivery on the agreed date. The returns form must be filled in and signed and all goods packaged in the boxes provided ready for collection/return.

7 - The Hirer will pay for any non-returns, damaged goods or breakages to the Hiree at full retail value. Details of the retail value of Hired Good can be listed and given at request at the time of booking for the Hirer's own information. The Hiree will take a damage deposit cover possible costs incurred. No monies will be taken prior to the agreed date of the return.

8. The Hiree shall not be responsible for injury or damage to persons or property howsoever sustained arising from any Hired Goods from Designer Chair Covers To Go.

9. A minimum spend requirement of £300.00+VAT & Delivery is required within a 20 mile radius of Designer chair covers to go or a minimum spend of £500.00+VAT & Delivery for 40 miles from our Location. The above may not be applicable out of season. Please contact us for more information.

10. On the day of setup, we will require all linen on the tables ready for us to dress the tables. If you are using the same function room for both your ceremony and reception, you will need to arrange with the venue setup of the table items after the ceremony. We are unable to wait until the ceremony is finished to dress the tables unless pre-arranged with us. It is your responsibility to check that all Items have been provided and to notify us immediately if any discrepancies. We are unable to un-stack or arrange chairs at your venue. This is something you will need to arrange with the venue prior to our arrival. If there is an issue and we do need to put chairs out, there is an additional charge of 30p per chair charged to your card. This payment will be taken directly from your damage deposit on file.

11. Cancellation will result in the forfeit of the deposit or full amount 4 weeks prior to the event. Cancellation must be made in writing and either sent to our address at the bottom of this page or by email to [admin@designerchaircoverstogo.com](mailto:admin@designerchaircoverstogo.com) we will reply to you sending a confirmation of cancellation, so if you don't hear from us we haven't received your cancellation.

12. You can make changes to your order up to the point of 4 weeks in advance of the event. Significant changes to an order may change the quote you originally obtained. Items can be added on as long as they are in stock at any point.

13. Should we be required to dress an event out of hours (7am – 4pm) or on a bank holiday there may be an additional charge for this, please contact us for more information.

14. We cannot accept responsibility for any of our items that are used outside should they be damaged, soiled or affected by weather conditions after we have left them – Examples are; chairs left outside in the rain (There may be an additional cleaning fee should the item be badly soiled or charged at replacement cost in the event cleaning fails), Outside gazebos where fabrics are affected by wind or rain. Swagging & Draping are intended as temporary constructions, severe weather conditions may affect the completed look. In the event of adverse conditions, it is Designer chair covers to go sole discretion on all outside decor if to provide the hired items due to potential damage and safety. Therefore, no refunds are given for any items not used under such incidences or should be affected by weather.

15. Force Majeure: Whilst every effort will be made by the Company to complete any orders, they cannot be held liable for non-completion of orders due to matters beyond their control.