

In-Rhythm



Workshops, Courses & other events Booking Terms and Conditions

This agreement is between yourself and Bernadette Ryder.

Please note our booking conditions, together with any alterations specified in workshop/course promotional material, as these constitute the contract between us.

1. Payment Terms

Payments should be made in accordance with the relevant payment schedules for each event or course. Should any advance amounts not be paid by the due date and time, we reserve the right to treat the booking as being cancelled and charge a cancellation fee as set out in paragraph 8.

Unless otherwise stated, any balance outstanding must be paid in full:

- by bank transfer: two weeks before the start of the first session - please contact us for bank details; *or*
- by website online payment facility (if available*): one week before the start of the first session; *or*
- in cash on arrival at the start of the first session; *or*
- by banker's cheque made payable to "B Ryder", 4 weeks before the first session to allow for clearance.

* Please note that for workshop bookings, online payment via PayPal is generally only available for deposits – the balance must be paid by bank transfer or cash.

You will receive a simple confirmation of your booking and any payments we have received – please let us know if you require a more detailed paid invoice for tax purposes.

Prices for different elements of residential workshops (tuition, accommodation, meals) may be quoted separately for clarity – payment deadlines and other provisions of these terms and conditions apply to the total of all applicable elements.

(If appropriate, please see also paragraph 2 regarding any discounts for multiple bookings).

2. Discounts for multiple bookings (where applicable)

Occasionally we may offer discounts based on multiple bookings for future events. Such discounts are based on the relevant payment schedules for each event and on *confirmed* bookings (i.e. those for which we have received your deposit in full).

If, at the commencement of an event or course, we have not yet received your full deposit(s) for any future event(s) on the basis of which a discount was offered, you will be liable for the full (undiscounted) price.

If, having attended one or more workshops of a series, you subsequently choose to 'upgrade' your booking to the full series (if available), you will be:

- eligible for the appropriate discount on the remaining workshops (only);
- required to pay sufficient deposit(s) to achieve parity with those already booked on the series from the beginning.

See also section 8 below regarding cancellations.

3. The Contract

The contract to provide the event shall be created upon our acceptance of your booking.

4. What is included/excluded?

Included:

Tuition/facilitation by the advertised leader(s) on all the advertised days of the event, and any materials to be used (paper, pens, etc), other than anything you have been specifically requested to bring with you.

Excluded (unless explicitly stated as included):

Any accommodation costs and/or meals unless advertised (including any fees for special diets) and any travel costs.

5. Alterations

Where the arrangements and/or facilities such as the venue or the teacher are cancelled by a third party, we will use all reasonable endeavours to provide a suitable alternative, but we are not obliged and cannot guarantee to do so.

6. Changes to Arrangement/Cancellation

Every reasonable effort will be made by us to adhere to the advertised arrangements and confirm event arrangements, but we reserve the right to alter/omit those arrangements should it be found necessary to do so and we shall have no liability whatsoever to you for any such changes, save the refund of any monies not expended.

7. Attendance

Participants are required to attend all modules and all sessions, unless otherwise agreed in advance.

8. Cancellation by participant

If any participant wishes to cancel arrangements for whatever reason, unless otherwise stated, the following cancellation charges shall apply:

For non-residential workshops and courses:

- 1 calendar month or more prior to the event or course commencement there is an admin fee of £40.
- Within 1 calendar month prior to the event or course commencement you will be liable for the full deposit (see website and other promotional material).

For residential workshops and courses:

- Due to the level of costs and risks in booking accommodation and catering, once a booking is made, the deposit(s) is/are non-refundable, *unless*:
- If and when the workshop is full, and the place made available by your cancellation has been filled, the conditions above for non-residential workshops apply.

For all workshops, courses and events:

- You are liable for the total cost of the event or course once it has begun.

For workshops series and courses:

- For series, deposits and all terms and conditions relating to their payment and/or refund are applicable *per workshop*;
- If a workshop series or course has an option to sign up for partial attendance (e.g. to attend individual workshops which also form part of a series) and, having signed up for the whole series, you subsequently switch to partial attendance, the difference in fees* will be payable on workshops already attended, as well as those still to come, together with the amount of the deposit on the workshop(s) you have cancelled.

* Note: The appropriate workshop fees will be calculated in relation to when you placed your original booking, and when you cancelled (e.g. in *most* cases the 'early bird' price would therefore be applicable).

9. Liability

We do not accept any liability for any matter beyond our control and we will not in any circumstances be responsible for any consequential or indirect loss that you or any third party may incur, such as travel or accommodation costs if a course is cancelled. We recommend that you consider taking out your own insurance to cover this.

10. Assignment

We reserve the right to assign the arrangements between us upon giving you notice in writing.

11. Accident/Injury

It is your responsibility to ensure that you are of a sufficient standard of fitness and ability to partake in the event or course. Please speak to us if you are unsure about this, and advise us of any medical condition which might be in any way relevant. We will not be responsible for any accident or injury (save where it can be shown to result from our negligence) and we recommend that you consider taking out your own insurance to cover this.

We cannot accept any responsibility for loss or theft of property or valuables whilst you attend the event or course.

12. Terms and Conditions

These terms and conditions are subject to change without notice. Should material amendments be made, a revised copy will be posted on our website, and those amendments notified to anyone with an outstanding confirmed booking for a future event.

13. Governing Law

The contract between us will be governed by the laws of England and Wales.