

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.

* Residential workshop series and courses require earlier payment, as specified in published booking details or your payments schedule.

** 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); and
- 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

On any series or course with multiple sessions, participants are required to attend all modules and all sessions for which they have booked, unless otherwise agreed in advance.

8. Cancellation by participant

If any participant wishes to cancel arrangements for whatever reason, *unless otherwise stated on website and/or other promotional material*, 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.
- You are liable for the total cost of the event or course once it has begun, and for a period before that if, specified on website and/or 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.
- Within 10 weeks before the workshop/course commencement, the sum of twice the deposit is non-refundable.
- Within 21 days before the workshop/course commencement, you are liable for the total cost of the event or course.
- The only exceptions to this are:
 - If and when the workshop is full, and the place made available by your cancellation has been filled, moneys received over and above your deposit will be refunded.
 - In certain circumstances, at our discretion, moneys received over and above your deposit may be held to your credit towards a future workshop/course.

For workshops **series and courses**:

- For series (i.e. multiple workshops bookable individually), deposits and all terms and conditions relating to their payment and/or refund are applicable *per workshop*.
- For courses (i.e. a programme with multiple sessions, only bookable as a whole), terms and conditions relate to the course as a whole, and the relevant commencement/cut-off date is the start of the first session.
- 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 qualified for a discount by signing up for multiple workshops, you subsequently cancel one or more thereby losing eligibility for that discount, the difference in fees* will become 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, and will be deducted from any refund due.

* 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 an 'early bird' price would therefore be applicable).

For residential workshops/courses, we recommend that you consider taking out travel insurance (see para 12 'Insurance').

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 (see para 12 'Insurance').

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, whether at the venue for indoor sessions, at or on the way to locations for outdoor sessions, or in residential accommodation (save where it can be shown to result from our negligence).

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

We recommend that you consider taking out your own insurance to cover these eventualities (see para 12 'Insurance').

12. Insurance

If you book on a residential workshop/course, we recommend that you consider taking out travel insurance cover, or check that any existing policy

you may have (e.g. as a 'benefit' of a particular bank account or credit card) is appropriate.

For insurance purposes, our residential workshops and courses constitute 'dance/activity holidays', and should therefore be covered by conventional travel insurance policies, though sometimes a modest additional 'activity' premium may be required.

13. 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, should the amendments apply to such bookings.

14. Governing Law

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