

# Terms and Conditions



- A non-refundable reservation fee of 50% of the total bill is payable at the time of booking
- The balance invoice will be sent to you 10-14 days prior to the date of the function for which the décor is required. This must be paid in full no less than 7 days prior to the event. Please check your invoice carefully to ensure that everything you have ordered is shown, as the invoice will form our checklist when decorating your event.
- All prices are inclusive of VAT
- Payment may be made by cash, cheque or bank transfer (please ask for details). **BALLOONS WILL NOT BE INSTALLED AT THE EVENT IF PAYMENT HAS NOT BEEN RECEIVED BY THE DUE DATE.**
- Alterations to the original order can be made up to 14 days prior to the event at which time the final invoice will be prepared and the materials ordered from our suppliers. **ANY ALTERATIONS MADE AFTER THIS TIME WILL BE SUBJECT TO AN ADDITIONAL CHARGE.**
- It is essential that the telephone number of the venue and the key holder be supplied to us so that we may arrange a time to construct your décor. Balloon décor is a very time-consuming job and can be done on the day of the event – so access to the venue may need to be earlier than you may expect. We cannot be held responsible for any problems which may arise from our not being able to gain access to the venue at a time suitable to us.
- The safe keeping and return to Celebration Sensation, of returnable fixings, display pieces and hire or loan equipment is the responsibility of the client unless otherwise agreed.
- The contract is binding on both parties unless amended by mutual consent
- Balance refunds cannot be made on events cancelled less than one month before the event. Suitable insurance should be taken to cover this eventuality

**I have read and agree to the above terms and conditions:**

**Client signature:**

**Name: (please print name)**

**Date:**