

TERMS AND CONDITIONS OF BOOKING EQUINE FACILITIES

- Askham Bryan College Equine Department will endeavour to provide a quality service, with all arrangements in accordance with those agreed in advance and with all relevant resources available. The price invoiced will be that as stated on the booking form.
- Neither the college nor its employees can be held responsible for any loss or damage to horses, equipment, vehicles or personal effects whilst in college premises or on college land. The hirer is recommended to effect insurance cover against such eventuality.
- Any equipment made available by the college is only provided on the understanding that it is used in a safe and proper manner. Any malfunction or breakage should be reported to Askham Bryan College staff immediately.
- For security and safety reasons, please do not enter other buildings or go to parts of the campus other than the area specifically hired without permission.
- It is advised that the equine facilities gate should be kept closed whilst horses are been loaded and unloaded in the carparks
- Any jumps or other equipment that is damaged during hire will be charged at cost
- All hire is subject to relevant insurance documents been produced at the time of booking. The insurance document must include:
 - Name of insurer
 - Policy Number
 - Renewal Date
 - Limit of Indemnity (min £2 million)

CHARGES AND INVOICING

- **Failure to comply with the college rules will incur the full charge for damages and all reasonable repairs.**
- The hirer is responsible for all loss or damage to college buildings, keys, land and equipment occasioned by the hirer's use, any such loss or damage will be subject to a financial penalty to cover replacement.
- The client will be charged for any additional cleaning charges, over and above the normal cost, that are incurred as a result of the client's activities.
- Cancellation Charges will be enforced as follows:

Less than 3 days notice: The client will be held responsible for the full cost of the hire

Less than 10 days notice: The client will be held responsible for half the cost of the hire

- Invoices for facilities used will normally be 10 days after the event.
- Settlement is required within 21 days from the date of the invoice.