

# RACKS

BAR & KITCHEN

## PRIVATE PARTY TERMS & CONDITIONS

WE WANT YOUR PARTY TO GO WITHOUT A HITCH SO IT'S IMPORTANT YOU UNDERSTAND THE SMALL PRINT. Any problems that arise on the evening they should be brought to the attention of a manager immediately.

### CONFIRMATION

Unless confirmed with a deposit all bookings are provisional and may be cancelled. We know these things take time to organise so we're happy to give you an agreed time that works for you, after a provisional booking is made, to confirm it. If a booking remains provisional your booking may be offered to other enquiries. Bookings are only confirmed when a deposit is paid for them. Deposits are NON-REFUNDABLE in the event of cancellation, but can be deducted off the bill when you have had the event.

### COSTS

We don't charge room hire and you only pay for what you eat and drink on the night however there is one condition. As the room is free to hire we impose a minimum spend on the evening in question. This will be determined and agreed upon before the booking is confirmed. If this minimum spend is not met on the evening we will make up any shortfall from the deposit. If the minimum spend is met on the evening you're deposit will be available for collection 48 hours after the party.

AREA	MINIMUM SPEND	DEPOSIT
The Playroom	£1000	£200
The Speakeasy	£350	£100
The Cubby or Alcove	£200	£100
The Speakeasy, Cubby & Snug	£700	£150
The Gallery	£500	£100

### PAYMENT TERMS

All bills are to be settled on the night unless agreed by the management. Payment can be made with credit or debit card (excluding American express), via a hotel room or cheque by prior agreement in writing at least 2 weeks in advance. (Please note: If you are having food, a 10% discretionary service charge may be added to your bill.)

### GUESTS

1. As it's your party you're free to invite whoever you like however we request you don't invite anyone that you wouldn't invite into your own home.
2. The host is responsible for all guests attending their function; this includes the behaviour of such guests and liability for any damage caused.
3. The host may be required to ask any guest to leave at the request of the management should their behaviour be deemed as inappropriate. Racks reserves the right to remove any person it deems is not behaving appropriately.

## **CANCELLATION**

If you want to cancel your booking, you must confirm this via email with a member of the Racks Management. Deposits are NON-REFUNDABLE in the event of cancellation, but can be deducted off the bill when you have the event.

## **EXCLUSIVITY**

The area reserved will be exclusive to your group on the evening. Should anyone uninvited attend they shall be removed by the management. During the evening members of staff may use the area as a through fare whilst taking food from the kitchen

## **OPENING HOURS**

The Terrace closes at 11pm, regardless of how much of your drink/cigarette is left. You're more than welcome to smoke on the terrace after this point however drinks are not allowed and noise must be kept to a minimum. As most of the local residents won't have been invited to your party they probably won't appreciate people singing happy birthday for you at midnight.

The Playroom Bar will serve drinks until 12.15am at which point the bar is closed. Music finishes at 12.30am and all guests must vacate by 00.45am. When guests leave the premise noise must be kept to a minimum and our staff reserve the right to ask your guests to leave the premises if they are not respecting our neighbours.

## **MUSIC**

The playroom is equipped with a stand alone sound system which can be used in conjunction with an MP3 player for back ground music however if you're planning on dancing we'd recommend a band or DJ. We can provide a DJ for the evening or should you wish you can provide your own music. The volume of such music will be determined by the management, should the band/DJ fail to comply we'll pull the plug.

## **LIABILITY**

Racks shall not be responsible for any loss or damage to any property belonging to or brought onto the premises by any person. Save as required by law Racks is not responsible or liable for any injury or any other loss or claim whatsoever by or to any person on its premises.

Racks shall not be responsible for any loss due to mechanical breakdown, failure in electricity supply, flood, fire, government restriction or force majeure that may cause the premises to be temporarily closed or the event interrupted.

No signs or other items shall be placed outside or affixed to any part of Racks premises without prior consent from the management

The Client shall indemnify Racks, its agents and employees and assigns from and against all/any liabilities, losses, damage, claims and expenses (including but not limited to legal expenses) of any nature relating to or arising out of any failure of the Client to perform or comply or procure compliance with the terms of the booking and its legal obligations generally.