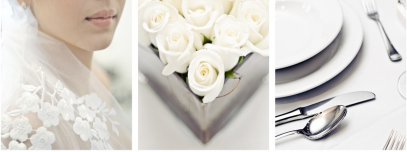


The Wadesmill Suite



Wedding Reception TERMS & CONDITIONS of BOOKING

1. Definitions

The following definitions apply for the purposes of these Terms and Conditions.

Conditions

means these Terms and Conditions.

Centre

means the Wodson Park Sports & Leisure Centre, including all its buildings, pitches, courts, car parks, athletics track and all other land and structures within its curtilage.

General Manager

means the General Manager of the Centre.

Premises

means all areas of the Centre designated by the General Manager as suitable for holding Wedding Receptions, including the Sports Halls, The Old Charm Bar and The Wadesmill Suite.

Wedding Reception Booking

means a contractual hire period for the use of a Location for the purposes of hosting a Wedding Reception, including a nominal time period before and after the Wedding Reception to enable setting out and clearing away of personal effects.

Wedding Reception Booking Form

means the form attached to and comprising part of this Agreement confirming the date and time booked for the Wedding Reception, the Location, the Charge, the minimum and maximum number of persons attending the Wedding Reception, the food and beverage and any other requirements.

Location

means that part or parts of our Premises hired by the Hirer for the Wedding Reception as detailed in the Wedding Reception Booking Form.

Charge

means the total charge for the hire of the Location, including the charges for any food and beverage and any other requirements.

Hirer / You / Your

means a responsible adult of over 18 years of age, who confirms the Wedding Reception Booking in writing and who is, therefore, ultimately responsible for the payment of all charges incurred.

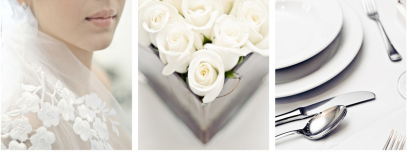
We / Us / Our / Wodson Park

means The Wodson Park Trust.

2. Our Rights

- 2.1 We reserve the right to modify or change these Conditions, any rules or documents referred to in these Conditions and any of our Policies at any time. We will notify you in writing of any such modification and changes, which will become effective from our prescribed implementation date.

The Wadesmill Suite



Wedding Reception

TERMS & CONDITIONS of BOOKING

2.2 This version of our Terms and Conditions is effective from 20th August 2012.

3. Our General Booking Conditions

- 3.1 These terms and conditions form the basis of a Wedding Reception Booking between the Hirer and Wodson Park. We will not enter into, accept or sign any third party's terms and conditions.
- 3.2 These Conditions will not be varied except in writing and agreed by both you and us.
- 3.3 We reserve the right to decline this and any Wedding Reception Booking or part thereof at any time without liability.
- 3.4 All Wedding Reception Bookings are provisional until confirmed by receipt of a non-refundable deposit AND a signed Wedding Reception Booking Form agreeing to these Conditions on or before the due date, as agreed. Provisional bookings will only be held for seven days.
- 3.5 If, at any time, we do not exercise any right or rights conferred under these Conditions for any reason, this will not prevent us from successfully exercising this right or rights in the future.
- 3.6 You agree on signature and return of the Wedding Reception Booking Form to our General Manager to be bound by these Conditions and any special Conditions attached. This is a legally binding Agreement and if you are in any doubt as to the "Terms and Conditions" herein contained you should seek independent legal advice. Wodson Park reserves the right to refuse any Wedding Reception Booking at its absolute discretion.
- 3.7 The validity, construction and performance of these Conditions and this Agreement will be governed by English law.

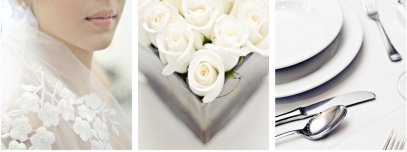
4. Booking a Wedding Reception

- 4.1 All Wedding Reception Bookings must be confirmed in writing.
- 4.2 You shall pay a non-refundable deposit of £85.00 within seven days of your initial reservation to secure your Wedding Reception Booking.
- 4.3 You shall pay the balance of your Wedding Reception Booking Charge by no later than one month prior to the date of your Wedding Reception.
- 4.4 Your failure to comply with our aforementioned Wedding Reception Booking deposit schedule may result in your Wedding Reception Booking being cancelled.
- 4.5 You shall be liable for any additional expense incurred by us if your Wedding Reception Booking overruns your agreed hire period of our Premises.
- 4.6 You may not sub-let your Wedding Reception Booking.

5. Number of Persons attending your Wedding Reception

- 5.1 Your Wedding Reception Booking Form should confirm the anticipated number of people attending your Wedding Reception.
- 5.2 You shall confirm the actual number of people attending your Wedding Reception by advising our General Manager in writing (by post or e-mail) by no later than seven days before the date of your Wedding Reception Booking.

The Wadesmill Suite



Wedding Reception

TERMS & CONDITIONS of BOOKING

6. Cancelling a Wedding Reception

- 6.1 Any notice of cancellation of your Wedding Reception Booking must be made in writing (by post or e-mail) to our General Manager and arrive prior to the date of your Wedding Reception. Once a Wedding Reception Booking has been confirmed in writing, we reserve the right to impose cancellation charges as follows:

Cancellation of your Wedding Reception by You

- 6.2 In the unfortunate event that you have to cancel your Wedding Reception Booking, we may charge a cancellation fee, which is payable on demand. Our cancellation fee is calculated from the anticipated total Wedding Reception Charge as detailed in our Final Estimate provided by us, and then by taking the following percentages of such resultant figure, having subtracted your deposit:
- Cancellation of more than six months prior to your Wedding Reception = 0% of our Final Estimate;
 - Cancellation between six months to three months = 10% of our Final Estimate;
 - Cancellation between three months and one month = 25% of our Final Estimate;
 - Cancellation within less than thirty days = 50% of our Final Estimate;
 - Cancellation within less than seven days = 100% of our Final Estimate.
- 6.3 Should we receive another Wedding Reception Booking for the date (of your Wedding Reception) after your cancellation of your Wedding Reception Booking, all or a portion of your advance deposit and cancellation fee may be refunded to you, at our absolute discretion.

Cancellation of your Wedding Reception by Wodson Park

- 6.4 We reserve the right to cancel your Wedding Reception Booking in the event of you failing to perform any of the obligations contained within this Agreement.

7. Force Majeure

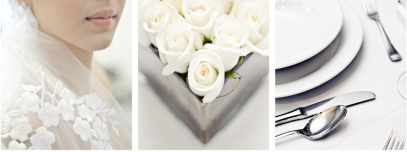
- 7.1 If for any reason beyond our control, but not limited to strike, labour dispute, accident, act of war, act of God, fire, flood or other emergency condition, we are unable to perform our obligations under this Agreement, such non-performance is excused and we may terminate this Agreement without further liability of any nature, upon return of your deposit. In no event shall we be liable for consequential damages of any nature for any reason whatsoever.

8. Food and Beverage

Wedding Reception Food and Beverage supplied by Wodson Park

- 8.1 If you have requested on your Wedding Reception Booking Form that we provide the food and beverage for your Wedding Reception, you shall agree to confirm to our General Manager in writing (by post or e-mail) the final number of guests attending by no later than midday, three days prior to the date of your Wedding Reception.

The Wadesmill Suite



Wedding Reception

TERMS & CONDITIONS of BOOKING

- 8.2 If the final number of guests attending your Wedding Reception is not confirmed by midday, three days prior to the date of your Wedding Reception Booking, we reserve the right to charge you for the original estimate of guests attending as printed on our latest catering estimate sent to you, or the actual number of guests who attend your Wedding Reception, whichever is higher. It is not always possible for us to cater for an unexpected increase in the number of guests attending at short notice.

Wedding Reception Food and Beverage supplied by You

- 8.3 You shall ensure that our General Manager is advised in writing (by post or e-mail) of any food or beverage that you or your guests, invitees or any other person attending your Wedding Reception intends to bring into our Centre, by no later than three days before the date of your Wedding Reception Booking. We reserve the right to refuse permission to bring food or beverage into our Centre.
- 8.4 You will not be allowed any use of, or access to, our Centre's kitchen and refrigeration facilities at any time. If you provide your own food and beverage for your Wedding Reception, you shall ensure that any food and beverage brought into our Centre is stored appropriately.
- 8.5 You shall not bring or use your own kettle or coffee making equipment within any part of our Centre.
- 8.6 We do not allow the use of professional external catering companies within our Centre.

Alcohol

- 8.7 You shall ensure that no alcohol is brought into our Centre by you or your guests, invitees or any other person attending your Wedding Reception.
- 8.8 You shall inform your guests, invitees and any other person attending your Wedding Reception that only alcohol supplied by Wodson Park may be consumed within our Centre.
- 8.9 You shall advise our General Manager in writing (by post or e-mail) by no later than three days before the date of your Wedding Reception Booking if you wish our bars to be opened to enable your Wedding Reception guests, invitees and anybody else attending your party to purchase/consume alcohol within our Centre.

9. Equipment / Safety

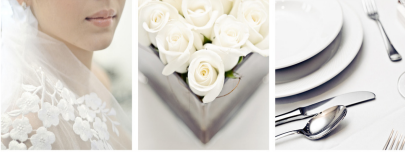
Contractor's Equipment

- 9.1 We cannot accept responsibility for any equipment, provided by, for, or on your behalf, that is left unattended prior to, during or after your Wedding Reception Booking.

Fire Safety

- 9.2 No smoking is allowed in any part of our Centre.
- 9.3 You shall ensure that there is no interference whatsoever with our fire extinguishers or any other piece of our fire fighting equipment except in the case of an emergency, during your Wedding Reception Booking.
- 9.4 You shall keep every corridor, passage and exit of our premises clear of obstruction and ready for use in an emergency.
- 9.5 The use of smoke machines or similar devices is not permitted in any part of our Centre.

The Wadesmill Suite



Wedding Reception

TERMS & CONDITIONS of BOOKING

10. Alteration / Damage

Wodson Park's Property

- 10.1 You shall take all reasonable precautions to ensure that no damage occurs to any property of Wodson Park or its employees and contractors. In the event of any damage occurring, we reserve the right to render you liable for the replacement or repair of any or all property damaged.
- 10.2 In the event of any of our Centre's members of staff being injured by you and/or anyone attending your Wedding Reception, you shall be liable for any claims arising therein.
- 10.3 You shall ensure that nothing is fixed to the floors, walls, ceilings or any other interior or exterior part of our premises by means of nails, screws, drawing pins, Sellotape, tape, glue or staples or any other means unless agreed in writing by the General Manager prior to your Wedding Reception Booking.

Insurance of Your Personal Property

- 10.4 You acknowledge that your personal property, including any objects, equipment, furniture, stock, or other property of any sort will remain under your control and care whilst you use our Centre, and that you are in the best position to insure such property, and accordingly it is reasonable for us to exclude liability for such property to the extent excluded hereby.

11. Conduct

Your Responsibilities

- 11.1 You and your guests must refrain from any behaviour that would bring Wodson Park into disrepute or cause discomfort / risk to others. You shall ensure that your Wedding Reception is conducted in an orderly fashion without causing a nuisance, and in full compliance with the Centre's directives and requirements, and with all applicable laws ordinances and regulations.

Our Rights to Exclude or Eject Persons

- 11.2 We reserve the right to exclude or eject, as we think fit and reasonable, any persons from our Centre whom we consider objectionable (including any persons engaged by you to provide entertainment or perform any other duties at your Wedding Reception) and you will be liable for any liability.

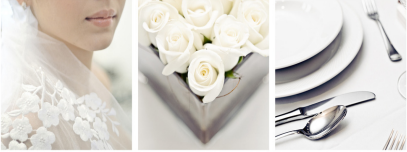
12. Performing Rights

- 12.1 We have a Licence from the Performing Rights Society Limited that authorises live public performances of the music of our members. You shall not cause Wodson Park to be in breach of our licence.

13. Data Protection Act

- 13.1 Your Wedding Reception Booking details will be securely retained by us on our computer database to support our keeping of proper records, our internal administration and market research. We will treat all your personal information as confidential; we will keep it on a secure server and we will fully comply with all applicable UK Data Protection legislation. We will not sell, distribute, lease or knowingly share your personal information with any third party without your permission, except as required by law.

The Wadesmill Suite



Wedding Reception TERMS & CONDITIONS of BOOKING

14. Indemnity

14.1 By acceptance of these conditions, you indemnify us against any loss, claim, damage, costs or expenses suffered by or made against us however and by whomsoever caused (including but not limited to the negligence of you, your servants or agents) arising from your Wedding Reception Booking subject only to the extent to which such loss, claim, damage, costs or expenses arise wholly or in part from negligence on our part.

I / We confirm that I / We have read and that I / We accept these

Terms and Conditions of Booking for a Wedding Reception

Client Name: (Please Print) _____

Client Signature: _____ Date: _____

Client Name: (Please Print) _____

Client Signature: _____ Date: _____

Signed on behalf of Wodson Park : _____

Date: _____