**Terms and Conditions of Venue Hire**

Full payment for the hire must be paid one calendar month before the date of the event. The failure by the hirer to do so may result in the cancellation of the hire.

The price agreed is inclusive of VAT added at the time of booking and all other charges. We will not increase or place additions to the contracted agreed amount irrelevant of annual prices rises.

You have 14 day cooling off period from the time of your initial deposit payment. If you choose to cancel within the cooling off period then a full refund will be given.

If you cancel the contract after the cooling off period, the business is entitled to keep part of your booking fee of which is sufficient to cover the actual losses that directly result from your cancellation. This could include, but is not limited to, costs already incurred through administration, commission or loss of profit.

Cancellations must be made before one calendar month prior to the date of hire. Failure to do so may result in the hirer being asked to pay the full amount outstanding or face legal action.

All agreed refunds take 30 working days to be returned to our clients

Any changes to the booking after the quote has been accepted will incur further charges and payment must be finalized before service date, otherwise we cannot confirm we will be able to provide the service expected. .

The company reserves the right to charge the hirer for any breakages, damage or spillages incurred to the venue whilst under hire. In the event of damage to the venue due to negligence by the hirer or hirer's party, the hirer is liable for all repairs.

There is a strict “no use” policy on fireworks or Chinese lanterns being used onsite due to the sensitivity of the surrounding woodland, farmland, wildlife and cattle

The company is unable to take responsibility for unforeseen conditions that may result in a cancellation. These conditions include but are not limited to adverse weather conditions, Fire/Flood damage or restricted access due to road works. We will endeavor to advise our clients at the first possible opportunity if the afore mentioned situations arise. In the event that a cancellation is necessary by the venue and an alternative date cannot be agreed, then a full refund will be issued and in certain circumstances, a small compensation offer may be granted. However we cannot be held responsible for any lost deposits from other external service providers. This will be in the terms of contract you agree with them directly.

The company operates a strict **no smoking** policy inside the venue and all of the onsite accommodation.  Smoking is welcomed outside in the surrounding gardens but please dispose of any cigarette butts respectfully for the sake of the surrounding wildlife.

Guests must be respectful of our neighbors and residents at Coed and we request that noise levels are reduced after midnight.

Our staff will not tolerate abusive behavior from guests and have the right to escort clients off the premises when necessary. This may include but are not limited to drunken violence and racial or religious abuse

As this is also a working environment, we request that the guests keep to the designated areas as mush as possible and do not wander into restricted areas due to dangerous machinery and equipment being onsite.

An adult should accompany children at all times whilst on the premises. Coed Weddings cannot be responsible if a child wanders into restricted areas as described above.

Coed has the right to change the facilities, services or accommodation offered on site in keeping with current Health and Safety regulations and Fire Safety standards of which we are legally obliged to consider and adhere to. Coed will always offer an alternative if this case arises.

The small parking area closest to the venue is reserved for disabled guests, Registrars and emergency vehicles only. Please advise all guests to use the main car-park in the top field on arriving at Coed so access is not restricted in the event of an emergency.

At Coed we passionately believe in a zero-waste approach to events and on booking you are agreeing to our zero-waste policy of which is attached with your booking confirmation. Please do not be offended if we challenge your waste generation or leftovers as it enables us and you to take responsibility of our own eco foot print.