**TERMS & CONDITIONS OF BOOKING**

1) **CONFIRMATION OF BOOKING**     Once a booking has been verbally agreed with Delores, Laura Thornton (“the artist”), details of the booking and a copy of the terms & Conditions, will be sent via email, or post to the client.  A signed copy of the booking Terms & Conditions, by the client, must be returned to the artist, together with a non-refundable deposit of £50, within 14 days.  The booking shall only be deemed confirmed, when this has been completed.

(2) **PAYMENT**    Payment of the deposit must be made either by cheque, cash or electronic transfer. The outstanding balance must be paid to the artist either by cash on the day of the performance, or by cheque or electronic transfer, 5 working days before the performance. In the event of non-payment, the artist reserves the right to withhold her services.

(3) **REPERTOIRE AND REQUESTS**    A copy of the artist’s up-to-date repertoire can be viewed on the Delores website. The artist is happy for the client to select songs from the repertoire and will endeavour to include these selections wherever possible. Requests for songs not in the artist’s repertoire will be accommodated subject to their suitability and the availability of an appropriate backing track.  An additional fee of £5 per song, is payable for such requests.

(4) **SET-UP OF EQUIPMENT**    The artist will arrive at the venue at the Set-up Time agreed with the client to set-up and sound-check equipment.  A full hour must be allowed for the set-up and during this period the artist will need unrestricted access to the performance area.  All equipment will have been set-up and sound-checked, ready to begin at the Start Time.  An earlier set-up can be arranged subject to a waiting fee of £50 per hour (or part thereof).

(5) **BREAKDOWN OF EQUIPMENT**    Breakdown of equipment will begin once the artist has completed the performance and takes approximately thirty-minutes.  A later breakdown can be arranged subject to a waiting fee, of £50 per hour (or part thereof).

(6) **TRAVEL EXPENSES**    The first 15-miles of the total mileage from the centre of Lechlade, Gloucestershire (where the artist is based) to the venue where the performance is booked to take place, are included in the artist’s standard fees attached.  Additional mileage is charged at 75 pence-per-mile. Parking expenses / congestion charges may be payable for some locations.  All additional expenses are included in the Total Fee stated on this contract.

(7) **DELAYS**    Where unforeseen delays occur on the day of the booking no charge will be made for the first 30-minutes that the Start Time of the performance is delayed.  Any delay over 30-minutes will be subject to an additional waiting fee of £15 per quarter-hour (or part thereof).  The only exception to this is in the case of wedding meals where the artist will, as a gesture of goodwill and at no extra cost to the client, EITHER set-up thirty-minutes earlier (to allow speeches to take place at the beginning of the meal) OR breakdown his equipment thirty-minutes later (to allow speeches to take place at the end of the meal).

(8) **OTHER ENTERTAINMENT AND MUSIC**    The artist will provide and play her own background music during any scheduled performance intervals.  The client agrees that no other artists/r entertainment (including DJs) will perform and no other music will be played until after the Finish Time of the performance, unless by prior arrangement.  The client is responsible for informing any such other artists/ entertainment, of this agreement

(9) **CANCELLATION**    In the event of a client’s cancellation the following fees are payable:

more than 90 days from the performance: no additional fee

between 60 – 89 days from the performance: 25% of outstanding balance

between 30 – 59 days from the performance: 50% of  outstanding balance

within 30 days of the performance date: 100% of outstanding balance

In the event of cancellation by the artist (excepting force majeure) any monies paid by the client, including the deposit, shall be refunded.

(10) **TRANSFERAL AND POSTPONEMENT OF BOOKINGS**     This booking is non-transferable.  Any postponement of this booking will be treated as a cancellation and any additional fees due, under the terms of Section 9 of this agreement, will be payable by the client.

(11) **FORCE MAJEURE**   In the event that the artist is unable to fulfil her obligation due to circumstances beyond her control (including, but not limited to, “Acts of God”, adverse weather, civil unrest, industrial action or war) the artist shall not be liable for refunds of any kind.

**SIGNED:**

**PRINTED:**

**DATE:**