

**HIRING CONDITIONS**

1. ESSENTIAL TO ORDER ALL DÉCOR- ESPECIALLY TABLE LINEN- **48 HOURS PRIOR TO COLLECTION**, TO ENSURE AVAILABILITY. SUMMER, CHRISTMAS AND NEW YEAR IS HIGH SEASON

**2. BOOKINGS & DEPOSIT**

**IN ORDER TO ENSURE THE BOOKING OF GOODS, A DEPOSIT MUST BE PAID.**

**THE FOLLOWING TIME SCHEDULE FOR DEPOSIT APPLY:**

**6-12 MONTHS**                      **DEPOSIT PAID WITHIN 24 HOURS OF THE BOOKING. FINAL CHANGES TO INITIAL BOOKING HAVE TO BE CONFIRMED 3 MONTHS IN ADVANCE**

**3-6 MONTHS**                      **DEPOSIT PAID WITHIN 24 HOURS OF THE BOOKING. FINAL CHANGES TO INITIAL BOOKING HAVE TO BE CONFIRMED 1 MONTH IN ADVANCE**

**1-3 MONTHS**                      **DEPOSIT PAID WITHIN 24 HOURS OF THE BOOKING. FINAL CHANGES TO INITIAL BOOKING HAVE TO BE CONFIRMED 3 WEEKS IN ADVANCE**

**4 WEEKS**                          **DEPOSIT PAID WITHIN 24 HOURS OF THE BOOKING. FINAL CHANGES TO INITIAL BOOKING HAVE TO BE ONFIRMED 2 WEEKS IN ADVANCE**

**2 WEEKS**                          **FULL PAYMENT IF CANCELLED 48 HOURS PRIOR TO COLLECTION**

**IF CANCELLED WITHIN 48 HOURS, FULL CHARGES WILL APPLY.**

3. Goods which leave premises will be seen as used, and even if they are returned clean or unused - no refund or discount will apply.
4. On ordering- a deposit will be charged according to the value of the goods – see quote.

5. No goods will leave the premises if not paid in full.
  - Hiring cost of goods will be charged once for (72 Hours over a weekend)
  - Hiring of goods over a weekend- more than (72hours=double charge)
  - Hiring for goods during the week (48 hours) at one charge
  - Hiring for longer than 48 hours in week= double charge
  - Hiring of goods for few consecutive days in a row= first day full price ,second day 50% of hiring cost,50% for following days.
6. Deposit will be paid at return of goods or within 24 hours once goods have been checked.
7. Goods leave premises wrapped, checked in good order. If you find anything missing, or damaged it must be reported to us within 12 hours after collection. Thereafter you will be held responsible.
8. All goods must be signed for and returned in a clean good condition – repacked in the original boxes/container. If boxes or containers are missing or damaged a charge of R50.00 will be added to the final account.
9. We can do a scullery (dishes washed by delivery) Please inquire for a quotation.
10. All damaged goods will be charged at full replacement cost.
11. Delivery + Collection fee will be charged at AA rates per km- currently R5.50p/km
12. Rules with deliveries:
  - We will only deliver to closest loading bay of function (20m), no set up or delivery in venue where there is stairs or long walk ways to actual venue. Extra charges will apply in such a case.
  - If you require set up or other, we will charge you a R60.00 per hour or half an hour per labourer
  - We must have a physical address and a proper drawn map for delivery.
  - We must have at least two contact numbers for a delivery.
  - We cannot promise an exact time of delivery, rather we will inform you of a morning or afternoon delivery.
  - No deliveries on Saturday or Sunday or Public Holiday. You can contact us if this is a problem. We cannot promise you an alternative, but will try and assist you. We are bound to strict labour laws and have to follow this at all times.

13. Rules with collection:

- Collections will be done at the loading bay of the function and same rules as delivery will apply.
- Chairs must be stacked and tables should be knocked down.
- Tablecloths must be dry and put in plastic bags provided.
- Crockery and cutlery should be grouped in same containers as provided.  
NOTE: damaged or lost containers will be charged for @ R50.00 a crate & R10.00 for carton boxes or other.

14. All goods will be your responsibility and your liability once it has left the premises.  
In case of burglary or fire or damage or during transport by you -total cost of lost or damaged items will be charged to you.

15. PRICES ARE SUBJECT TO CHANGES WITHOUT NOTICE

***LANGEBAAAN -SHOWROOM***  
*Trading hours Mon-Fri 9:00-17:00*  
*Last Saturday of every month Closed*

***VREDENBURG -SHOWROOM***  
*Trading hours Mon-Fri 9.00-17.00*  
*First Saturday of every month Closed*

**Other Saturdays of month-open from 9.00-12.00**