



TERMS AND CONDITIONS

Please note our terms and conditions are as follows:

absolute
CENTRE STAGE
L I M I T E D

1. On commencement of an arrangement of the event by either written or verbal order/s. These will be classed as Confirmed Bookings and be subject to our full Terms and Conditions, as outlined below.
2. You will be invoiced for the outstanding balance prior to the event; an invoice for the total amount will be raised. For all **pro-forma** invoices, this sum must be paid by return **before** we can supply specified items.
3. When confirmation is given less than 30 days prior to the event, an invoice for the total amount will be raised. This sum must be paid by return **before** we can load our vehicles.
4. You will be charged at cost for excessive loss of, or damage to non-disposable items.
5. Absolute Centre Stage Limited will not be held responsible for items that are not ordered and paid for through us.
6. Absolute Centre Stage Limited will not be held responsible for any personal injury or loss of/ or damage to property or equipment however caused.
7. Absolute Centre Stage Limited cannot be liable for the non-fulfilment of this contract, by any third party; although all reasonable safeguards are assured.
8. All prices are subject to Value Added Tax at the current taxable rate.
9. Estimates, designs, quotations, drawings and plans prepared by Absolute Centre Stage Limited for your information remain the property of Absolute Centre Stage Limited and are subject to copyright. This must not, in whole or part, be used by or submitted to, or made use of by another party, not copied or reproduced in any form without written permission from Absolute Centre Stage Limited.
10. Crew travel and accommodation, where applicable, will be invoiced to the client as cost.
11. Absolute Centre Stage Limited will endeavour to safeguard any monies carried on behalf of the client; however, we do not accept any responsibility for loss or theft of money or gifts.
12. **CANCELLATION TERMS:** Cancellation up to 6 months prior to the event will result in 25% of the remaining balance being owed. Cancellation up to 3 months in advance will result in 50% of the remaining balance being owed. Cancellation up to 1 month prior to the event will result in 75% of the remaining balance being owed. Cancellation within 1 month of the event will result in 100% of the remaining balance being owed.
13. **POSTPONEMENT TERMS:** An event shall be classified as postponed when another date less than 6 months from the original date, is agreed for the exact same event. Under any other circumstances the event will be considered cancelled.
14. **LATE PAYMENT:** Any outstanding balances remaining unpaid after the agreed credit terms stated in your invoice will be subject to interest at 2% per month. Any costs incurred in taking legal action to recover the debt will be payable by the client. If after the time allocated, payment has not been received we will turn the matter over to Daniels Silverman- our collection agents- for collection. If this happens, unpaid invoices will be subject to a charge of 15% to cover collection costs.
15. **OUR OBLIGATIONS:** Whilst we take every reasonable precaution and make every effort to ensure that we can always be depended on to turn up on time, we cannot be held responsible if extreme weather conditions make it impossible to travel. Similarly, in the event of terrorism we will always attempt to ensure early arrival but unforeseen circumstances cannot be allowed for.
16. **INVOICE QUERIES:** All queries regarding invoicing must be raised within 7 days of the invoice date.