



**TERMS & CONDITIONS OF SERVICES OFFERED INCLUDING THE HIRE
OF "TODDLES PLAYGROUND" SOFT PLAY EQUIPMENT AND/OR
JUMPING CASTLE/S:-**

How we work/the booking process:-

Upon your enquiry, we will send you a booking form for you to complete and return to us.
We will then send you an invoice

PLEASE NOTE OUR TERMS & CONDITIONS:- *We work on a
first come/paid, first served basis:-**

50%of the total cost of the party is required (via eft) to secure the booking of any party, 14 days prior to the date of the party, or any other product or service booked, including our Toddles Playground soft play hire and Jumping Castles.

NO STOCK WILL BE ORDERED UNTIL 50% OF THE TOTAL COST OF THE PARTY/PRODUCT/SERVICE IS PAID.

Please email us proof of payment ASAP in order to secure the party date/ products / items / themes/services you require, using your child's name as the reference. (or your name in the case of adults functions). **Any balance** due must reflect in our bank account **4 working days** prior to the party!! Any party booked less than 2 weeks prior to the party date, full payment is required upfront.

No cheques or cheque deposits are accepted. Any cash deposit fees incurred, will be deducted from your refundable deposit.

A R300.00 refundable deposit is applicable to all party packages/services/products booked. This deposit is only refundable if there are no damages, breakages or missing items, and refunded on the Friday after your party (once goods are checked, counted and linen returned clean from the laundry). *Should your party venue be outside of Pietermaritzburg, the current AA rate will be applicable. In the event of you having to

cancel your party, for the date booked, 3 days notice is required, and the party will be postponed for a later date, which date will be acceptable to both Co-Ords Kidz Party Boutique and the client, however no refunds will be given. Should you need to move your party to another date, a levy of R200.00 will be charged.

No changes to themes, packages chosen or goods booked may be made 1½ weeks prior to the date of the party.

No refunds will be given for bad weather, in the case of jumping castle hire/any other product/service booked.

No gazebos will be erected in rainy or windy conditions. Alternate arrangements must be made by the client.

ALL goods used in party set-ups/DIY options are on a hired basis only. **SEE DEPOSIT REFUND T's & C's**

Our standard terms & conditions apply, a copy of which will be forwarded to you upon request.

Acceptance of our quote/invoice by way of your payment thus constitutes that you have read, fully understood and accept our terms & conditions. Prices of optional extras are subject to change without notice and exclude a delivery fee.

NB: As EACH of our parties are different, different display items may be used to those listed in our party packages in order to create a unique party especially for you & your child and may differ to those depicted on our website/Facebook page/other promotional material. Please ask for clarification if you are unsure!

****All themes/linen/props/display items are subject to availability, and are on a hire basis only.**

The booking form IS NOT confirmation of the party date you require.

Bookings/dates/packages/themes/supplies/products required are only confirmed once payment is reflected in our bank account! Please state clearly, **ALL requirements on the booking form as we cannot be held responsible for any items you require that are not listed thereon, or listed incorrectly. The booking form supersedes any written or verbal correspondence regarding dates/packages/themes/supplies/products required. Any changes must be reflected on an updated, signed & returned booking form. (We do not accept sms or whatsapp messages as confirmation of any additional items you require or changes you may wish to make)**

Should you wish our gazebos to be erected indoors, a minimum roof height of 4 - 5 meters is required.

We supply a 1x 20m extension cord/hosepipe for jumping castles/waterslides. It is your responsibility to ensure that a working plug point/tap is available and additional extension cords/hosepipes (& connectors) are supplied and that blowers/plug points/adaptors are not left out in the rain or get wet. Adult supervision is required at all times!!

Products used in our party packs, candy tables, catering, etc are made in environments that use nuts, including tree & ground nuts, so please ensure you advise your guests should any child/person have an allergy thereto.

All our children's party packages are calculated on a scale of 1 – 10, 1 – 20 and 1 – 30, etc. children.

Collection Times:-***

Winter - 4pm (March to August)

Summer - 4.30pm (September to February)

Toddles Playground Soft Play Hire: **15 minutes** after chosen set time slot, if not booked with a party package.

Collections after 4.30pm will incur a surcharge of R200 per hour, or part thereof.

INDEMNITY / TERMS & CONDITIONS:-

Please note that we require that you sign an indemnity when booking any of our services/products, which will be forwarded to you on confirmation of your party

It is the responsibility of the Hirer to ensure that all goods are well kept until collection, and any loss or damage will be charged for.

1. **SOFT PLAY EQUIPMENT MUST NOT BE LEFT OUT IN THE RAIN/INCLEMENT WEATHER**
2. **JUMPING CASTLE BLOWERS/MOTORS MUST NOT BE LEFT OUT IN THE RAIN**
3. **ALL PLUG POINTS/PLUGS/ADAPTORS MUST BE ADEQUATELY COVERED IN INCLEMENT/RAINY CONDITIONS**
4. **JUMPING CASTLES WILL NOT BE ERECTED IN WINDY CONDITIONS.**
5. All damages and/or theft incurred to hired items whilst in possession of the hirer or his/her representative, will be payable by the hirer unless mutually agreed to in writing by both parties.
 - a. Any damages, breakages or missing items will be for your account, over and above the R300.00 refundable deposit, and such deposit will therefore be forfeited:-
 - a) Un-returned, damaged, broken or torn items, will be at replacement value plus VAT
 - b) the late return of goods, after expiry of contract, ie; the day after, at 30% per day
 - c) call outs, after our normal working hours, at R100 per call out, unless an error or omission is ours.
6. All goods remain the property of Co-Ords Kidz Party Boutique, Co-Ords Hiring; hereinafter referred to as Co-Ords
7. All goods must be checked prior Co-Ords leaving your premises or NO CLAIM will be recognised.
8. All items are on a hired basis only are checked out of stock
9. All items are hired at the HIRER'S RISK (see indemnity)
10. Hire charges are for the time goods are in your possession and not whether you used them or not
11. The Hirer or Hiring Party must ensure that there is adequate, **uninterrupted adult supervision at all times** when the rented items are in use/in your possession.
12. **No children above the age of 4 are permitted on the soft play equipment.**

13. STRICTLY NO ADULTS ALLOWED ON SOFT PLAY HIRE OR JUMPING CASTLES

- 14. The Hiring party accepts full responsibility to pay for the new or replacement costs, in the event of theft or damage to the rented/hired items from the time of delivery until collection.**
- 15. No shoes, sharp objects, food, face painting or water to be allowed on the jumping castle/s OR soft play equipment.**
16. Use of the Soft Play Equipment, and/or Jumping Castle/s is entirely at the risk of the child's parent or guardian, as well as the child playing on/with the equipment/rented goods.
17. Co-Ords Kidz Party Boutique, (and/or his/her staff or representative/s) hereinafter referred to as Co-Ords, accepts no liability whatsoever (financial or otherwise) or responsibility for any consequence arising out of the use, or misuse, of the soft play equipment/apparatus or Jumping Castle/s; or damage to any property belonging to a 3rd party.
18. The Parent, Guardian, Party Host or Hiring Party of any children of any age, belonging to any of the **forementioned indemnifies** and absolves Co-Ords (and his / her representative/s) completely & absolutely from any and all liability and / or responsibility for any consequence arising out of the use or misuse of the soft play equipment or Jumping Castle/s or any other product or **item during** the setting up, use and taking down of the equipment or products/items used in party set up/display, which includes:-
Death ; Injury of whatever nature and/or Damage to any property. This includes the use and misuse of water and electricity. Adults are not permitted to use or be on the soft play equipment/apparatus or Jumping Castle/s.
19. The Parent, Guardian, Party Host or Hiring Party indemnifies and absolves Co-Ords (and his / her representative/s) completely & absolutely from any and all liability and /or responsibility (financial or otherwise) for any consequence arising out of the use or damage to/of any property belonging to a 3rd party (such as , party or event venue/property/any equipment, goods or **apparatus supplied** by a 3rd party, which includes:-
Death ; Injury of whatsoever nature and/or Damage to any property during the setting up, use and taking down of any equipment/property belonging to a 3rd party.

SIGNATURE

NAME/S IN FULL

DATE

ID NUMBER: _____