

**TERMS AND CONDITIONS FOR THE PROVISION OF SERVICES BY DANELAW CENTRE FOR LIVING HISTORY**

**General:**

- 1) These terms and conditions apply to any contract for the supply of services by the Danelaw Centre for Living History at the Yorkshire Museum of Farming (Danelaw) to any school, educational establishment or other group (School) to which these services are supplied.
- 2) These terms and conditions apply to all services provided at the principal Danelaw site at the Yorkshire Museum of Farming, Murton, York (On-site) or at the premises and site of the contracting School (In-school).
- 3) No variations to these terms and conditions will be accepted unless with the full, prior, written agreement of both parties.

**Bookings:**

- 4) Provisional bookings for both On-site and In-school services will be accepted up to 24 months in advance of the required date of provision and may be made by telephone, e-mail or in writing.
- 5) The acceptance of a provisional booking is solely at the discretion of Danelaw and will initially secure a date for the required service.
- 6) Provisional bookings must be confirmed within 8 weeks by the return of the completed booking confirmation forms and the payment of a non-refundable deposit of £70+VAT.
- 7) Provisional bookings, if unconfirmed, will lapse at the end of the 8 week period and the date will become available for other bookings.

**Charges:**

- 8) All services provided by Danelaw are subject to a scale of charges reviewed periodically. Prices are guaranteed for a period of 6 months from the date of the confirmation of the booking. After this period, Danelaw reserves the right to vary the final charges for any and all of the services provided. Any variation in price will be notified to the School in writing at the earliest possible opportunity.
- 9) Cancellations for any confirmed booking for any reason must be notified to Danelaw in writing. However, the following charges will apply:
  - i) Less than 4 calendar weeks of the date, 100% of the projected final invoice.
  - ii) Within 4 and 6 calendar weeks, 60% of the projected final invoice.
  - iii) Within 6 and 8 calendar weeks, 40% of the projected final invoice.
- 10) The date of invoice is the date of the provision of the service. Payment is due within 4 weeks of the invoice date.

**Supervision:**

- 11) During the delivery of any service, Danelaw staff will be responsible for the delivery of the specified activities and content only. Supervision of children remains the responsibility of the School and their appointed representatives. Adequate levels of supervision must be provided by the School at all times. If the lead member of Danelaw staff feels that the School is in breach of this condition they may at their own discretion suspend or withdraw the provision of the service with no consequent reduction in price.