

The Snap Booth LTD

Commercial contract
Terms & Conditions

1. Definitions

For the purpose of this Agreement, the following words shall have the following meanings:

“Booking Fee” means the booking fee specified on the Booking Form and Quote;

“Booking Form” refers to the form you are detailing the Photo Booth and/or Products which you wish to hire and the Hire Period and shall include the Online Booking Form contained on our website or any signed and printed version of this form.

“The Snap Booth LTD”, “us”, “we”, “our” means The Snap Booth LTD. The Snap Booth LTD is a limited liability company registered in England and Wales. Our company number is 11622242, and our registered office is at The Snap Booth LTD, 10 Redgate Road, Girton, Cambridge, United Kingdom, CB3 0PP.

“Force Majeure” means any event which is beyond the reasonable control of The Snap Booth LTD which shall include, without limitation, acts of God, Pandemics, governmental actions, fire, death, illness or other capacity certified by a properly qualified medical practitioner, war or national emergency, acts of terrorism, protests, riot, civil commotion, explosion, extreme weather conditions, flood, epidemic, lock- outs, strikes or other labour disputes or restraints or delays affecting carriers or inability or delay in obtaining supplies of adequate or suitable materials.

“Guest Book” means the photo album that we compile at the event for the Hirer.

“Hirer ”, **“you”**, **“your”** and **“yours”** are references to you the person hiring the Photo Booth and/or Products from us.

“Hire Agreement” is a reference to these Terms and Conditions, any Booking Form and payment instructions provided to you.

“Hire Charge” is a reference to the charge we make for the hire of the Photo Booth and/or Products to you and which is detailed in any quote we may provide to you.

“Hire Period” is a reference to the period which you have agreed to hire the Photo Booth and/or Products and which is specified on the Online Booking Form or a Quote.

“Photo Booth” means the Photo Booth which we have agreed to hire to you in accordance with these Terms and Conditions.

“Products” refers to all products shown on our website. **“Quote”** means the quotation document for Corporate and Private events issued to the Hirer which details the Photo Booth and/or Products to be hired and the Hire Period.

“Terms and Conditions” means the terms and conditions of hire of the Photo Booth and/or Products as set out in this document.

2. Agreement to Online Terms and Conditions

2.1 When hiring a Photo Booth or any of our Products from us you do so in accordance with this Hire Agreement. You are deemed to have accepted the Hire Charge for the hire of the Photo Booth, and other terms such as delivery, which have been quoted to you at the time of placing your order.

2.2 All Products shown on our website are subject to availability. The images of the Products on our website are for illustrative purposes only and may vary slightly from those images.

2.3 Any contract for the hire of the Photo Booth is between you and The Snap Booth LTD.

2.4 These Terms and Conditions will remain in place on the website and can be accessed by you at any time. The Terms and Conditions displayed on the website at the time of booking your event shall apply to your booking. We reserve the right to amend or update our Terms and Conditions at any time and any subsequent bookings made by you shall be governed by such terms. We reserve the right to alter our pricing on our literature and website at any time without prior warning but this will not affect bookings which have been confirmed by us.

3. Bookings, payments & cancellation

- 3.1** If you wish to make a booking you must accept your quote and sign your contract no less than two full working days prior to the start of the Hire Period. All bookings (Unless otherwise agreed) must be made via our Online Booking Form. Particular care must be taken when completing the Online Booking Form as changes may only be made in writing and with our consent. All details stated on the Booking Form will be accepted by us as correct including spelling, punctuation and grammar, unless you notify us otherwise in writing. Any costs that we incur as a result of relying on incorrect information supplied by you must be reimbursed by you
- 3.2** In order to secure your booking a Booking Fee of £200 must be paid (Unless otherwise agreed). Once we receive the completed the Online Booking Form and the Hire Charge Booking Fee we will notify you if your order has been accepted for the dates specified on the Booking Form. A Photo Booth will not be delivered on the requested date or time if the Booking Fee has not been paid.
- 3.3** The remaining balance of the Hire Charge shall be invoiced 30 days before the event or payable upon invoice if event is within 30 days of the booking. Any extra costs or services that have been added outside of the original quote and after payment will be billed after the event providing authorization has been given (By signing for extra services).
- 3.4** Failure to pay on time will result in late payment charges equivalent to interest on the late payment which shall be calculated on a daily basis at a rate of 5% over our bank's lending rate from the date the payment was originally due until the date of actual payment.
- 3.5** We may also instruct a debt collection agency or solicitor to collect payment (including any interest and/or late payment charges) on our behalf. In such circumstances you will be liable to pay an additional sum to us which will not exceed the reasonable costs that we may incur to pay the debt collection agency or solicitor, who will add the sum to your outstanding debt on our behalf.

3.6 You are not entitled to a refund of any part of the Hire Charge where the Hire Period has ended early due to the Photo Booth being damaged, lost or stolen during the Hire Period or any breach by you of these Terms and Conditions.

3.7 In the event that you decide to cancel your booking you must notify us immediately in writing. A cancellation fee will be payable calculated based on the period of notice you have given us. These are detailed below:

Cancellations, anytime: You will lose 100% of the Booking Fee.

30 Days or less before the event: 50% of the total paid above the Booking Fee will be refunded.

31 Or more days before the event: 100% of the total paid above the Booking Fee will be refunded.

During an event of "Force Majeure", this over rules the above.

3.8 The applicable cancellation fee plus any production costs incurred up to the date of cancellation will be deducted from the Booking Fee paid and the balance shall be refunded to you within 30 days of receipt of your cancellation notice.

3.9 At your option and provided you give us more than 30 days notice of cancellation, you may cancel the booking and request that the Booking Fee is transferred to an alternative booking date, providing we are available. In such cases the cancellation fee shall be reduced to £50

4. Graphics & Art Work

- 4.1** Templates will be provided by us should you want the Photo Booth to be customized with graphics. Artwork should be provided by you in a print ready format as specified in the templates. The Snap Booth LTD cannot be held responsible for any shortcoming or mistakes in the artwork that you supply. The Snap Booth LTD does not provide an artwork service, nor does The Snap Booth LTD accept any responsibility for editing or proofing of artwork provided. The Snap Booth LTD only act as an intermediary between you the client and our printers
- 4.2** Artwork must be supplied by the given deadline and no later. Artwork submitted after a deadline may be subject to extra charges to ensure production in time for your event. Production of artwork submitted after the given deadline cannot be guaranteed and The Snap Booth LTD cannot accept responsibility in such circumstances. The Snap Booth LTD does not accept responsibility for charges incurred and or of production due to artwork submitted post given deadline date or time. If you require a proof before printing this must be requested by email before printing.

5. Basis of Hire

- 5.1** Photo Booths or Products hired from us are not intended for your commercial use (apart from promotions) and must only be used in accordance with these Terms and Conditions.
- 5.2** The Hire Period for the Photo Booth and our Products is for the period specified on the Booking Form. This Hire Agreement is not covered by the Consumer Credit Act, 1974 as the Hire Period is less than 3 months.
- 5.3** The Hire Period shall commence and end on the dates specified on the Booking Form. No extension to the Hire Period is permitted without our express written consent and receipt by us of the appropriate charge.
- 5.4** If your event is within a 50 mile of our base in Cambridge (CB3 0PP), then there will be no charge for travel. For any events beyond this, an out of area charge will be applied to your booking's final invoice, payable 30 days before your event. Also, it may be necessary to stay overnight where an event runs late. The cost of accommodation and any other additional charges incurred shall be recovered from the customer with regards to late and distant events.
- 5.5** The Snap Booth LTD will arrive to set up approximately 1 -1.5 hour(s) before the hire period is due to commence. If you require the Photo Booth to be set up earlier than this, an idle time charge applies. The idle time charge is £35 per hour. It is up to you to ensure that the venue agrees to The Snap Booth LTD being in attendance at the agreed time. We will be happy to liaise with the venue to assist, if requested.
- 5.6** 5.6 If we are unable to install the Photo Booth on time due to access restrictions the Hire Period will remain unchanged. If your event simply starts late or runs late, the Hire Period will remain unchanged unless we agree to provide additional hours or to simply delay our planned start.

- 5.7** We will endeavor to attend any event that you have hired our Product for. Where circumstances make this impossible due to, but not limited to adverse weather conditions, we will contact you as early as possible and a full refund will be made. We reserve the right to cancel any Booking because of adverse weather conditions.
- 5.8** We will always try to arrive at the venue location which you provide for the agreed time. Where circumstances make this difficult due to severe traffic delays or vehicle breakdowns, we will extend the time of the hire so that the hire period is the same with respect to the Booking made by you. If this is not possible we will refund you accordingly the amount of time delayed by and in proportion to the amount paid.

6. Installation and Use of the Photo Booth

- 6.1** The Snap Booth LTD requires a minimum of 1 hour to set up and test the Photo Booth correctly. If you require the Photo Booth to be set up in a shorter period then we cannot be held responsible if it is not set up correctly or ready on time. It is up to you to ensure that all appropriate consents and approvals have been obtained to ensure that
- 6.2** It is your responsibility to ensure The Snap Booth LTD are permitted access to install the Photo Booth at the requested location. The Snap Booth LTD cannot be held responsible if for any of the above reasons, we cannot deliver the Photo Booth on time for your event.
- 6.3** You are responsible for providing the correct address for the venue and checking that the venue allows reasonable access for loading and unloading, as well as suitable parking once the Photo Booth and equipment have been unloaded.
- 6.4** You will acquire permission from the event venue and arrange for an appropriate space for the Photo Booth. You must ensure that the space provided for the Photo Booth is suitable, we require a space at least 2.5m width x 2.5m length, 2.5m height. If you are unsure about space restrictions at your venue for any of our Products, please contact us and we will be happy to advise you.
- 6.5** You are responsible for ensuring a mains electricity supply comprising of a single 13amp socket is located within the space designated for the Photo Booth.
- 6.6** All technical issues or other problems concerning the Photo Booth which cannot be resolved by the Hirer must be reported to The Snap Booth LTD as soon as possible in order to provide us with an opportunity to remedy the problem.
- 6.7** The Snap Booth LTD agrees to have a Photo Booth operational for a minimum of 90% during the Hire Period as operations may need to be interrupted for servicing of the Photo Booth.
- 6.8** If the Photo Booth is out of use for more than 10% of the Hire Period due to technical difficulties, we shall refund the customer accordingly to the amount of time that the booth is not in operation and in proportion to the amount paid for the number of hours of hire or more.

- 6.9** Some features require an internet connection which it shall be your responsibility to provide. A minimum upload speed of 1Mbps is required. Where we supply a 3G connection the speed of connection will be dependent upon the ultimate service provider and we cannot be held liable for any delays in connection or connection failures as a result of using a 3G.
- 6.10** Where you have elected to transport the Photo Booth, you will be responsible for any damage to the Photo Booth or related equipment howsoever caused, including any damage caused by third parties and you agree to indemnify us against loss, damage, cost or expense that we may incur as a result.
- 6.11** Where you have purchased a Guest Book as part of your package or as an additional add -on, it is not our responsibility if any pictures are not placed in the Guest Book. Any damage to the Guest Book during the event is not our responsibility.
- 6.12** All prop boxes purchased as part of your package or as add-ons are set and themed but items may vary.
- 6.13** We cannot be held responsible for the number of times the Photo Booth, the social features are used or prints made. In this instance no financial reimbursement shall be given.

7. Risk and Ownership of the Photo Booth

- 7.1** Full ownership in the Photo Booth shall remain fully vested in us at all times. You have no right, title or interest in the Photo Booth other than that you are entitled to hire the Photo Booth for the Hire Period.
- 7.2** You are responsible for the Photo Booth from the time we deliver the Photo Booth until the time you return the Photo Booth to us. Full risk in the Photo Booth shall lie with you during this time.
- 7.3** You are not permitted to hire, sub-let, sell, lend, or part with possession of the Photo Booth at any time during the Hire Period.
- 7.4** You must maintain adequate insurance to cover the Photo Booth against fire, theft, loss or damage at all times during the Hire Period.
- 7.5** You hereby indemnify us against any losses, costs, damages or expenses that we may reasonably incur as a result of your breach of any of these Terms and Conditions and any loss or damage caused to the Photo Booth.
- 7.6** You will be charged for all replacement keys, locks or memory sticks which need to be replaced during or following your hire of the Photo Booth.

8. Staff

- 8.1** Staff supplied by The Snap Booth LTD are for the sole purpose of providing technical support, hosting (which shall include management of operating the Photo Booth and people using the Photo Booth and management of the Guest Book) and on-site picture editing assistance. As agreed with the Hirer prior to the start of the Hire Term, where staffs are supplied by The Snap Booth LTD you must ensure that a minimum 30 minute break (taken at a mutually convenient point) is given to the operator for Hire Periods longer than 4 hours. The Snap Booth LTD staff should not be requested to undertake any additional function without first obtaining our consent.
- 8.2** All of The Snap Booth LTD staff are fully DBS checked & can be used at a wide range of events. The assurances of DBS clearance means staff can be used at a wide range of events such as schools where the majority of the booth usage will be with non-adults.

9. Unstaffed Photo Booths

9.1 In the instance where a Photo Booth is requested without the use of a The Snap Booth LTD member of staff, The Snap Booth LTD will provide technical support by the following means:

- A single training session will be undertaken with the hire. Any further training requests to The Snap Booth LTD will be subject to an additional fee. The Snap Booth LTD will not be responsible for untrained personnel not understanding how to operate the photo booth and manage trouble shooting
- The Snap Booth LTD is not liable but may be able to provide telephone support to you the Hirer in the instance of any technical difficulty which you are unable to resolve. It is your responsibility to call the support numbers provided and inform us of any issues and leave a message if not answered. If a message is not left we cannot guarantee that we will respond to the call
- The Snap Booth LTD will provide remote technical assistance during:
 - Office hours only, The Snap Booth LTD office hours being between the hours of 09:00 - 17:00 Monday to Friday.
 - The Snap Booth LTD will only provide out of hours support outside of the above hours and days above only with prior agreement
 - The Snap Booth LTD will only provide out of hours support during national UK holiday's only with prior agreement

Remote technical assistance is only possible where the Photo Booth is provided with a reliable internet connection and where we can safely connect this to the Photo Booth. It is your responsibility to ensure that the Photo Booth is properly maintained and used and that all technical issues which you are unable to resolve are reported to us promptly. In the event of technical problems which have not been notified to The Snap Booth LTD during the Hire Period or arising due to lack of due care and attention on your part, The Snap Booth LTD cannot accept responsibility and reimbursement of fees will not be given to compensate for any loss of Photo Booth run time.

10. Termination of Hire

- 10.1** The Snap Booth LTD will not tolerate any abuse or threatening behaviour to any of our staff or abuse of the Photo Booth or equipment. If this occurs The Snap Booth LTD retain the right to terminate the hire immediately. This applies equally to you and your guests. The Snap Booth LTD may terminate the hire in cases where our staff are of the reasonable view that the equipment belonging to The Snap Booth LTD or the Photo Booth itself is in danger of being damaged or has been damaged due to the actions or unruly behavior of the people using the Photo Booth(s). Wherever possible and reasonable to do so we will speak with you or the venue first to try to resolve the matter before any termination is enacted. If we do terminate, for any reason, the full Hire Charge will remain due and we will not issue any refunds for any period of hire not provided. Moreover, you will be fully responsible for any damages caused by you or your guests or other attendees at the event to the Photo Booth and or equipment howsoever caused, with the sole exclusion of damage caused by The Snap Booth LTD staff. You will be invoiced for the replacement of any damaged or broken parts including the cost of labour.
- 10.2** We also reserve the right to terminate the Hire Agreement at any time if you are declared bankrupt, enter into any arrangement with your creditors, or being a company, go into liquidation or are wound-up, or being a partnership, is dissolved or if, in our reasonable opinion, one of the aforementioned events is likely to occur.
- 10.3** We shall also be entitled to terminate the hire immediately where we have reasonable grounds to believe that you have acted in breach of this Hire Agreement.

11. Privacy Policy

Data Capture

11.1 The Photo Booth may be set up to capture certain user data at the request of the Hirer. Users will be notified of this at the time.

Facebook

12.1 The Snap Booth LTD uses a Photo Booth Facebook application to upload pictures along with a set message from our Photo Booths to Facebook. For each Facebook upload, there will be a reference to “The Snap Booth LTD – Photo Booth” as this is the name of the application and it is the policy of Facebook to reference it. It cannot be removed. The Snap Booth LTD do not record or save any data of the users of this application when users logon to Facebook.

11.2 Facebook is sometimes affected by technical issues and service disruptions, which cannot be predicted. Therefore we cannot be held responsible, if Facebook experiences technical difficulties as this beyond our control.

Twitter

11.3 The Snap Booth LTD uses a Photo Booth Twitter application to upload pictures along with a set message from our Photo Booths to Twitter. The Snap Booth LTD do not record or save any data of the users of this application when users logon to Twitter.

11.4 Twitter is sometimes affected by technical issues and service disruptions, which cannot be predicted. Therefore we cannot be held responsible, if Twitter experiences technical difficulties as this beyond our control.

Email

11.5 The Snap Booth LTD uses a Photo Booth Email application to send pictures along with a set message from our Photo Booths to any email address entered. All emails will be sent from a The Snap Booth LTD email address which will appear in the ‘From’ section of an email. The Snap Booth LTD do not record or save any data of the users of this application unless stated.

12. Photograph Usage and Ownership

Copyright

12.2 The 1988 Copyright Design & Patents Act – section 77 & 80 assigns copyright of photographs/digital images to (insert your business name here). It is contrary to the act to copy or allow to be copied photographs captured by (insert your business name here) by any means.

Digital Files

12.3 All digital files remain the property of The Snap Booth LTD unless copyright has been purchased by the client for personal use only.

Use of Photos

12.4 Unless otherwise notified and agreed with you, you agree that all pictures taken in the Photo Booth may be uploaded to a web gallery unless otherwise stated and exempt us from responsibility of publishing the pictures. Photos taken in the Photo Booth during the event may be used by us to assist with promotion of The Snap Booth LTD. This may include printed matter as well as online images. If you choose to have the Facebook or Twitter upload option you take responsibility for permitting all users to upload any picture to their own Facebook or Twitter page. The Snap Booth LTD cannot be held responsible for the content of these pictures. We will not use any pictures that we think may cause offence or embarrassment to the people in the picture. We will remove any picture from our website if requested to do so.

Supplied Prints, Albums and Merchandise

12.5 The Snap Booth LTD takes the utmost care whilst producing supplied prints, albums and other merchandise purchased through our website. Our Products are subject to rigorous quality inspections and are dispatched in perfect condition. On receiving our Product(s) the customer will have 5 working days to report any fault or problem due to shipping or handling to The Snap Booth LTD. The Snap Booth LTD will rectify any fault free of charge during this time period. Faults reported outside 5 working days will be subject to costs.

13. Limitation of Liability

- 13.1** We disclaim any and all liability to you for the supply of the Photo Booth to the fullest extent permissible under applicable law. This does not affect your statutory rights as a consumer. If we are found liable for any loss or damage to you such liability is limited to the Hire Charge you have paid. We cannot accept any liability for any loss, damage or expense, including any direct or indirect loss such as loss of profits, to you howsoever arising.
- 13.2** We shall not be held liable for any failure or delay in performing the service and hiring the Photo Booth where such failure arises as a result of a Force Majeure event. In such circumstances our liability shall be limited to a pro rata refund of the Booking Fee where applicable.
- 13.3** We do not accept liability for any indirect loss, consequential loss, loss of data, loss of income or profit, loss of damage to property and/or loss from claims of third parties arising out of the hire of the Photo Booth. We do not make any representation or guarantee that use of the Photo Booth in any promotional context will generate revenue or customers for you or your business.
- 13.4** Our total liability to you in respect of all other losses arising under or in connection with this Agreement, whether in contract, negligence, breach of statutory duty, or otherwise, shall in no circumstances exceed the hire price of the Products. Except as expressly stated in these Terms, we do not give any representation, warranties or undertakings in relation to the Products. Any representation, condition or warranty which might be implied or incorporated into these Terms by statute, common law or otherwise is excluded to the fullest extent permitted by law. In particular, we will not be responsible for ensuring that the Products are suitable for your purposes.
- 13.5** We shall not be liable for any misrepresentations other than fraudulent misrepresentations.
- 13.6** Nothing in this Hire Agreement shall limit our liability for personal injury or death arising as a direct result of our negligence.

14. General

- 14.1** We may subcontract any part or parts of the services that we provide to you from time to time and we may assign or novate any part or parts of our rights under these Terms and Conditions without your consent or any requirement to notify you.
- 14.2** We may alter or vary the Terms and Conditions at any time without notice to you.
- 14.3** The Hire Agreement constitutes the entire agreement between you and us. No other terms whether expressed or implied shall form part of this contract. In the event of any conflict between the Hire Agreement and any other term or provision, this Hire Agreement shall prevail.
- 14.4** If any term or condition of the Hire Agreement or these Terms and Conditions shall be deemed invalid, illegal or unenforceable, the parties hereby agree that such term or condition shall be deemed to be deleted and the remainder of the terms shall continue in force without such term or condition.
- 14.5** This Hire Agreement shall be governed by and construed in accordance with the laws of England and Wales. The parties hereto submit to the exclusive jurisdiction of the courts of England and Wales.
- 14.6** No delay or failure on our part to enforce our rights or remedies under the Hire Agreement shall constitute a waiver on our part of such rights or remedies unless such waiver is confirmed in writing.
- 14.7** It is not intended that the undertakings and obligations of the parties set out in this Hire Agreement shall be for the benefit of and capable of being enforced by any other person by virtue of the Contracts (Rights of Third Parties) Act 1999.

I agree with the above & wish to enter into this agreement with:

The Snap Booth LTD

Name:.....

Position:.....

I am signing this agreement with the authorization of:

.....

Date:.....