

# Silver Grave LTD t/a The Cloak and Dagger Private Function Event & Catering Terms and Conditions

## Company:

Silver Grave LTD  
The Cloak & Dagger  
182-184 Cheltenham Road  
Bristol  
BS6 5RB

## Event Manager:

Jenna Graves

0117 9443100, [daggerbookings@outlook.com](mailto:daggerbookings@outlook.com)

1. The Contract shall become binding when Silver Grave Ltd (the Company) have Acknowledged the order to you (the Hirer) either verbally or in writing as appropriate.
2. A deposit of 50% of the total hire fee or agreed min spend will be required 28 days before the event. Deposits will be invoiced and will be payable to Silver Grave LTD.
3. If a booking is made less than 28 days in advance of the commencement of the Hire Period, the Company reserve the right to require the full hire fee or min spend agreed in advance.
4. The amount of any deposit and charges are detailed in the hire agreement and are based on our current price list. Our price list is inclusive of VAT.
5. All prices apply to one hire period only. The duration of the hire period is arranged between the Client and Company and will be priced in the hire agreement accordingly.
6. If the client fails to meet minimum agreed spend then the deposit is non-refundable.
7. A Hire Agreement cannot be altered without notification from the Client to the Company. The Company hold the right to refuse alterations to the Hire Agreement 10 days prior to the event date.
8. All hired equipment remains the property of Silver Grave LTD
9. Any Independent caterers provided by the Client will need to be checked in advance and agreed by the Company. Silver Grave Ltd have the right to refuse independent catering and will not serve or store or remove food provided by an independent caterer.
10. All sales of alcohol or distribution of alcohol and soft drinks must be provided by the Company. A Personal Licence holder or designated supervisor will be present to dispense all drinks. Bottles are not allowed due to license restrictions.
11. The Company reserve the right to close the event without notice if anyone is suspected of using or obtaining illegal substances on the premises. No refunds will be permitted in this situation.

12. You shall be liable for the acts and/or omissions of your employees, agents or representative as though they were your own acts and/or omissions.
13. The Company shall reserve the right to negotiate with some trade customer's special rates and discounts.
14. PURCHASES: All products sold to the Client will remain the property of Silver Grave Ltd until such time as the appropriate invoice has been paid in full.
15. CANCELLATIONS: Any Hire Booking that is cancelled within 10 days of the event date will be subject to a charge of 30% of the hire charge.
16. Risk in the equipment will pass to you immediately when the equipment leaves our physical possession or control and will remain with you until the equipment is returned to our physical possession.
17. You will allow and procure sufficient access to and from the relevant site and advise us of any restrictions relating to access.
18. You shall take adequate and proper measures to protect the equipment from theft, damage, and/or other risks.
19. You must return the equipment in good working order and condition, and in a clean condition.
20. You shall be responsible for all expenses, loss and/or damage suffered by as arising from any breakdown of equipment or property due to your negligence, misdirection and/or misuse of the equipment and shall pay us the replacement cost of any such equipment.
21. The Company is insured for Public Liability insurance. Details of insurance can be provided on request.
22. Cloak & Dagger staff will monitor sound levels and will restrict levels in respect of local residents. Please respect residents by being quiet when leaving the premises.
23. Outdoor Areas are to be closed at 11pm.
24. The Company reserve the right to refuse attendees who are drunk and disorderly. Security staff may be included into your hire fee if deemed necessary.
25. Licensing hours for sale of alcohol are as follows:  
  
Monday-Saturday: 12:00-00:30  
  
Sunday: 11:00-21:30  
  
Licensing Hours for Live Music are as follows:  
  
Monday-Saturday: 11:00-21:30  
  
Sunday: 11:00-00:30  
  
Applications for TENS can only be approved and processed by agreement of Silver Grave LTD. We reserve the right to refuse applications.
26. The Company will not be held responsible for any personal losses or damages incurred during an event.
27. All deliveries and collections will be charged for.

28. Any irremovable stains on linen, eg: wax, burns and mildew will result in the Hirer being charged the full replacement value of the item.
  29. The Company will not be responsible for set up over-running or any delays occurred due to misjudgement by Client. Additional fees will be invoiced to client if staffing hours exceed the invoiced amount.
  30. Any other additional involvement from the Company to the Client will be invoiced.
  31. All outstanding payments must be received within 28 days after the hire period.
  32. Storage of property overnight must be agreed in advance.
  33. All food pre-orders must be agreed, 10 days in advance to the booking. 50% of food costs must be paid in advance.
- Invoices are payable to:
  - Silver Grave LTD
  - HSBC
  - Account Number: 71612565
  - Sort Code: 401409

**I have read and understood the terms and conditions**

**Name**.....

**Date**.....

**Event Date**.....

