

## **Graft Terms and Conditions**

### **1. Booking and payment**

1.1 In order to secure a booking, a non-refundable deposit of £10 per person OR £100 for larger and schools groups must be paid at the point of booking.

1.2. We will hold your preferred dates for your event for 7 days at which point they will be released for other clients to book.

1.3 Your event will not be considered confirmed until the deposit payment is made.

1.4 The full balance of payment is due at least two weeks before the workshop date. Overdue payments will incur a 10% administrative fee which can only be waived at the discretion of Graft Management.

1.5 No admittance to the workshops will be permitted in the case of an outstanding payment.

### **2. Health, safety and liability**

2.1 Graft holds public liability insurance to the value of £5 million. Details are available on request.

2.2 The workshop leader will provide relevant health and safety guidance during the workshop. It is the responsibility of participants to follow this guidance.

2.3 Graft accepts no responsibility for damage to persons or property resulting from the misuse of materials, accident, irresponsible behaviour, failure to follow health and safety guidelines, or other factors outside of the control of the workshop leader.

2.4 The consumption of alcohol is not permitted during workshops. Graft reserves the right to ask anyone who we consider to be under the influence of alcohol not to participate, on health and safety grounds. No refund will be offered in this instance.

2.5 Graft uses external venues to undertake some elements of the workshops. The cost of clearing up or repairing unreasonable and anti social mess and damage created by participants of Graft workshops will be passed on to participants.

### **3. Children**

3.1 Children under the age of 16 participating in workshops must be accompanied by a parent, carer, teacher or other responsible adult throughout the duration of the workshop. For private group bookings such as children's parties, there must be a minimum ratio of one responsible adult per 3-5 children (depending on age), excluding workshop leaders.

3.2 Responsibility for the welfare and behaviour of the child(ren) lies with the accompanying adult.

3.3 Behaviour deemed dangerous, destructive, aggressive or otherwise unacceptable will not be tolerated, and the workshop will be terminated or the accompanying adult asked to remove the child(ren), with no refund offered.

3.4 Responsibility for damage to property resulting from the behaviour of children lies with the accompanying adult. This includes mess or damage left in hired venues.

3.5 The cost of clearing up or repairing unreasonable and antisocial mess and damage created by participants of Graft workshops will be passed on to participants.

#### **4. Use of images**

4.1 We sometimes use images of workshops in our publicity (website, flyers, Facebook, portfolio of work). We operate a policy of presumed consent for the use of images of workshop participants in this way. Participants have the right to withdraw their consent for such use of images. In the case of children we will not use any photographs without express permission of the responsible adult.

4.2 We never identify people shown in images of workshops, by name or any other personal details, unless given express consent to do so.

#### **5. Illegal graffiti**

5.1 Graft always encourages legal and responsible graffiti and street art. We take no responsibility for any illegal graffiti carried out by former workshop participants.

#### **6. Ecological considerations**

6.1 At Graft we attempt to limit our impact on the environment, for example by using non-toxic paints, avoiding car use wherever possible, using cotton aprons rather than disposable plastic, recycling our waste and using recycled materials where possible and affordable for us to do so. As our business expands we will endeavour to increase our efforts to minimise our environmental impact, seeking to use environmentally-friendly resources wherever possible.

#### **7. Cancellations and postponements**

7.1 Clients have the right to cancel a workshop with at least two weeks' notice. Deposit payments will not be refunded. If less than two weeks' notice is given, clients are liable for the full workshop fee. We will invoice for the full fee and payments are due within 7 days.

7.2 Overdue invoices will result in interest charges (at the rate of 8% + Bank of England base rate) for the total outstanding per month.

7.2 Graft reserves the right to cancel or postpone a workshop with at least two weeks' notice. If we are able to offer a date in the future that suits the client, the deposit payment will be held against the new date. If no suitable date can be found, the deposit will be refunded.

7.3 We endeavour to carry out workshops regardless of weather conditions. However, in the event of heavy rain or treacherous conditions, we reserve the right to cancel all or part of a workshop or to provide alternative activities for the safety of participants and staff.

7.4 If the entire workshop is cancelled, clients will be offered an alternative date in the future and the payment will be held against the new date.

7.5 If part of the workshop is cancelled, or alternative activities provided, clients will be charged no more than the arranged fee. A partial refund will be offered if the new activity costs less to run than what has already been paid by the participant(s).

#### **8. Mural commissions**

8.1 Graft will visit a site within a reasonable distance in order to give one free no obligation consultation.

8.2 One free redesign is included in the price quoted. Additional redesigns are charged at a minimum of £100, depending on the complexity of the design and the extent of the changes required.

8.3 A deposit is required at least two weeks before the start date of the mural painting.

8.4 The surface to be painted must be thoroughly prepared in advance by the customer, unless otherwise agreed with Graft, and any scaffolding etc erected in advance of the start date, unless we have agreed beforehand to erect it ourselves. Please get in touch if you require advice on how to prepare the site.

8.5 Graft will provide relevant health and safety guidelines with regard to paint fumes and other potential risks to others, but accepts no liability for the health and safety of anyone other than our own staff.

8.6 Graft accepts no liability for subsequent damage to mural paintings, through weathering, vandalism, general wear and tear, or any other source of damage unconnected with Graft. We recommend that all murals, particularly exterior ones, are coated with an anti-graffiti coating such as Hydron Nu-Guard AG, or a varnish (if tagging is unlikely), in order to protect the mural and prolong its lifespan.