



MEA CULPA TERMS & CONDITIONS – VENUE CONTRACT

1. CONFIRMATION OF BOOKING

- 1.1 To secure the booking, the client is required to pay a deposit to Mea Culpa of 50% of the cost of the quotation.
- 1.2 Final cleared payment of the full amount is due at latest 72 hours before the shoot date. Failure to make payment will result in cancellation by Mea Culpa.
- 1.3 The shoot hours booked must be end to end, meaning the hours booked must include the set up and strike.
- 1.4 No furniture is to be moved without permission.

2. CANCELLATION

- 2.1 Cancellations must be made in writing (preferably by email) and must take place at the latest seven days before a shoot date.
- 2.2 In the event of cancellation by the client any deposit paid shall be forfeited to Mea Culpa.
- 2.3 In the event of a cancellation caused by a gazetted government restriction the shoot can be re-arranged to an alternative date when such restrictions allow and mutual agreement of a suitable date with Mea Culpa.

3. LIABILITY

- 3.1 The services provided by Mea Culpa to the client are done so entirely at the client's risk and Mea Culpa shall not be held liable for any claim of damages, loss of profit or loss of life, due to circumstances of any nature whatsoever.
- 3.2 By accepting the quote, the client indemnifies Mea Culpa for any loss, damage or omission by Mea Culpa or any of its staff or agents. Mea culpa is in no way liable for any loss including consequential damages that may be occasioned.
- 3.3 For the purposes of this clause, it shall not matter whether the damage, loss or theft is caused through negligence, an intentional act, or an act of God.
- 3.4 Mea Culpa cannot be held responsible for any loss of revenue due to circumstances unforeseen by the organizers, such as the weather, and/or theft, loss or damage, or any other unplanned circumstances.
- 3.5 In the event of any of Mea Culpa's property being destroyed, stolen or lost the client shall be liable and pay Mea Culpa on demand the replacement value of the items damaged, lost, or stolen.
- 3.6 The client is responsible for arranging insurance mitigating their loss.
- 3.7 Any lost and found belongings of the Client or Guest will be kept for 1 calendar month whereafter they will be disposed of.

- 3.8 Should an external supplier leave any of their items on the Mea Culpa property the client will be charged R1000.00 per day.
- 3.9 Venue hire pertains only to the day of the booking. Set up and strike should be done on the day. Should the client require set up the day before or strike the day after, this will have to be agreed with Mea Culpa and will only be possible if no other events/shoots are booked. A further set up and strike day fee of R6000.00 may apply.
- 3.10 Should the client wish to extend the shoot hours or overrun scheduled times, a charge of R2500.00 per part hour or full hour will be applicable.

4. SAFETY AND SECURITY

- 4.1 The client is obligated to comply with all existing safety and security procedures in place at Mea Culpa.
- 4.2 The client and Mea Culpa must ensure that no emergency exists, safety equipment or safety equipment signage is covered, obstructed, or interfered with in any way.
- 4.3 Smoking is only permitted in outdoor areas and outdoor balconies.
- 4.4 Mea Culpa will ensure the safety of your personal items and equipment to the extent in which may be reasonable expected of a venue but will not take responsibility for any damage or loss of any item or equipment.

5. SIGNED DECLARATION OF TERMS AND CONDITIONS CONTRACT

I _____
representing, _____

- Herby undertakes that that I am the legally appointed person to sign this document.
- I fully accept and understand the Mea Culpa Terms and Conditions.
- I accept full liability for the costs that may result in this regard.

Signed: _____

Signed at: _____

Date: _____

For Mea Culpa:

Signed by: _____

Signed: _____

Signed at: _____

Date: _____

Shoot details:

Client: _____

Date: _____

Venue: _____