

Terms and conditions relating to the employment of Eric Jones Toastmaster

Fees

The fee charged depends on the type of function, the distance I have to travel and its expected duration. I shall be only too pleased to provide an immediate quotation for any specific event.

Insurance

£5m Public Liability Insurance Cover is held through the Association of the UK School of Professional Toastmasters, and the Toastmasters General Council.

Terms

Engagements are accepted in good faith, based on the information provided by the client, and are deemed accepted only when the booking form has been received, the booking fee paid and acknowledged in writing (including email).

The booking fee is non-returnable, but is deducted from the final account.

The balance of the account is payable on invoice no later than 14 days prior to the event, unless otherwise agreed in writing.

The quoted fee is inclusive and valid for 28 days, and is guaranteed once the booking fee is paid 25% of the total quote.

The right is reserved to increase the fee payable due to the client altering the instructions of the engagement once the booking has been accepted, eg, time of event extended or change of venue.

Force Majeure

Every effort is made in good faith to fulfil the engagement, but responsibility cannot be accepted for non-arrival due to circumstances beyond control, eg, extreme weather conditions, industrial action, failure of public transport services. In the unlikely event of non-attendance a mitigating refund may be made to the client.

In the event of illness every effort will be made to provide a substitute Professional Toastmaster, and to pass on full details of the booking and planning documentation for the event. No additional fee will be payable by the client.

Postponement

Should the event be postponed, reassignment of the Booking Fee, or Full Quoted Fee, is at the sole discretion of the Toastmaster.

Photographs & Videos

It would be appreciated that any photographs/videos taken with the Toastmaster present are available to the Toastmaster for marketing purposes free of charge, on the understanding that suitable accreditation is given when used.

Refreshment

Refreshments in the form of sandwiches, main course or a bar meal and soft drinks would be appreciated.

Cancellation

In the event of cancellation by the client for any reason the charges apply:-

- From acceptance of the booking up 91 days prior to the event, the booking fee paid.
 - Between 90 and 31 days prior to the event, 50% of the agreed fee, less the booking fee paid.
 - Within 1 month of the event the full agreed fee, less the booking fee paid.
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