

Terms of Business for The Musica Viva Quartet

In the terms shown below, "Us" and "We" refer to "The Musica Viva Quartet"

1. A deposit should be paid within 7 days of informally agreeing a booking. Cheques should be made payable to `Musica Viva`.
2. The Client should enclose a booking form with their deposit, confirming all the details that are known so far.
3. We will send confirmation back to the client, once the deposit has been received. If there are any errors or omissions on this document, the Client should inform us immediately.
4. The availability of the quartet for the date in question can only be guaranteed for 7 days after the booking has been informally agreed. Failure to pay any deposits requested within these 7 days may result in an increased price or the unavailability of the players.
5. The client may cancel the booking by giving notice in writing. At this stage, any deposit paid is non-returnable. It is possible that deposits may be returned at our discretion, should the quartet subsequently accept a booking from another client for the date in question.
6. If a client cancels a booking and a deposit is forfeited, then the deposit may be used by the same client towards a booking on an alternative date if necessary.
7. If a client cancels a booking at very short notice, then we reserve the right to be paid an appropriate percentage of the full fee.
8. In the event of sickness, or an accident, preventing any member of the quartet from performing, then a replacement player will be arranged by us without any further expense to the client.
9. The balance of the agreed fee should be paid no less than 7 days before the date of the event. If payment is not received by the date of the event, we reserve the right to charge interest at a rate of 2% above the base lending rate of Abbey PLC, calculated on a daily basis, on all monies outstanding until actual payment.
10. The client's copy of the agreement will state if there are any special arrangements needed at the venue on the day. Please check this carefully.
11. It is the responsibility of the client to ensure that an appropriate Public Entertainment Licence is held by the venue.
12. We have our own Public Liability Insurance, and any electrical equipment used by us has been P.A.T. tested. Certificates are available upon request.