



ACCOMMODATION TERMS AND CONDITIONS

We want you to have a comfortable and relaxing stay and kindly ask for general courtesy and that you treat HUs like it is your own.

These are Terms & Conditions (the '**Contract**') between the '**Hirer**' (persons responsible for booking and paying the fees) and the '**Principal**' (International Artist Residency (IAR)) for the use of the '**Venue**' (HUs - Boutique Venue and Accommodation - 45 Croft Road Coatesville). Breach of this contract could result in early termination and/or charges. Please retain a copy of this contract for your reference ensuring that you are aware of the responsibilities of the Contract.

1. CONFIRMATION AND PAYMENT

- 1.1 Confirmation of an accommodation booking must be made by way of deposit of the fee required by the requested date accompanied and acceptance of the Contract. Until then the Principal reserves the right to release the booking.
- 1.2 A copy of Hirer identification is required for all bookings. Acceptable documents include current NZ Driver's licence, current NZ or overseas passport,
- 1.3 If the booking has been made via a third party platform (eg: AirBnB, Booking.com) the Hirer has agreed to the Terms and Conditions upon reservation but must submit a signed copy of this agreement.
- 1.4 All final amounts must be settled prior to your arrival.
- 1.5 A bond payment will be required upon booking and will be released upon exit inspection.

2. INTENT

- 2.1 The Hirer understands that the accommodation booking is for overnight stays only. There are strictly no parties and events to be held in the accommodation. The Hirer can request an event package and fee schedule from the Principal should they wish to have an event.
- 2.2 The Hirer understands that only those who are booked to stay at the Venue, will be on the property. No outside guests are permitted, unless prior arrangements have been made with the Principal (venue management).

3. ACCOMMODATION

- 3.1 The maximum number of overnight guests is limited to eight (8) people.
- 3.2 The Hirer has booked the use of the upstairs accommodation only. The downstairs gallery area is not permitted to be used. Use of this area without prior consent, could result in charges incurred. The downstairs Event Gallery space is available on request for an additional fee and can be arranged directly with us via email. You can access all parts of the farm however we ask to respect the privacy of the other homes as outlined on the farm map provided.
- 3.3 Strictly no smoking indoors. Smoking outdoors is permitted as long as ashtrays are used and no butts left on the lawn/plantings.
- 3.4 The Hirer agrees to be respectful of all property and report any damages caused during their stay. All guidelines listed in the Guest Handbook provided will be adhered to.
- 3.5 The Hirer must not allow any illegal activities to take place in or outside the Venue. All statutory rules, regulation and bylaws in force shall be strictly observed by the Hirer.
- 3.6 No furniture or fixtures may be removed from any of the rooms. Any movement of furniture within its existing room, must be replaced to its original position before checking out.
- 3.7 Security alarm, gate and lockbox codes are strictly confidential and may not be passed on to any other persons outside the booking.
- 3.8 Rubbish and recycling overflow is to be removed from the accommodation to the rubbish and recycling bins provided outside. Any overflow of the outside bins must be removed from the property by the Hirer.

4. NOISE MANAGEMENT

- 4.1 The Hirer must ensure the Noise Management policy has been read and all guests are informed of the noise restrictions. Responsibility falls on the Hirer for guest compliance of these restrictions.
- 4.2 All doors and windows, including barn doors are to be closed whenever amplified music is played.
- 4.3 Evening noise must be at a minimum from 8.30pm.
- 4.4 All amplified music must end at 10.00pm.
- 4.5 Compliance with the noise management policy is required before bookings are accepted.

5. HEALTH AND SAFETY

- 5.1 The Hirer must ensure that a parent or designated caregiver, who is at least 18 years of age, is responsible for all children 10 years of age and under. There are pools of water on the property so we expect children to be actively supervised at all times.
- 5.2 First Aid Kit is accessible to the Hirer and located in the kitchen cupboard, above the refrigerator.
- 5.3 It is the Hirer's responsibility to contact the Police immediately if there are any accidents or safety concerns.

5.4 It is required for all visitors to the Venue to sign-in using the NZ Covid Tracer App and the responsibility for compliance falls on the Hirer.

6. CANCELLATIONS

6.1 The Hirer should refer to the external site the booking and payment was made through to view the cancellations terms.

6.2 In the event of a COVID-19 related lockdown falling on the agreed event booking date the first option will always be to reschedule the event to the next best date agreed by the Principal and the Hirer.

7. GENERAL

7.1 Check in time is 3pm. Check out time is 10am.

7.2 On arrival the Hirer agrees to familiarise themselves with the requirements of all visitors by reading and following the information in the guest handbook.

7.3 On departure the Hirer agrees to follow the requirements for checking out and leave the property in a similar tidy state in which it was found at check-in.

7.4 No animals are permitted at the Venue other than guide dogs for the visually impaired, registered companion animals, unless previously agreed upon by the Principal.

7.5 If you are serving alcohol, please ensure all visitors drink responsibly.

7.6 The Hirer will be charged for the repairs or full replacement cost of any damage caused to property belonging to the Venue should it exceed the bond.

7.7 If the Hirer changes your intended use, purpose, range or scale of your booking without any notice to Venue management in advance, it will be regarded as breach of contract. The Principal can take action accordingly without any notice if you/your:

- a) book accommodation for 8 people, but you invite outside guests for gathering/party;
- b) book an indoor event, but set up activities outdoors;
- c) event booking exceeds the actual number stated at the time of signing your contract;
- d) book accommodation but set up a function / wedding /celebration;
- e) book a day event, but use the venue overnight in the accommodation or erect tents outdoors;
- f) arrange other forms, which do not match your booking description.

7.8 In order to maintain neighbourhood standards and protection of the property, the venue will charge penalties or remove clients from the property with immediate involvement of guards or police, depending on the level of severity.

7.9 Any fines resulting from failure to comply with conditions above will be passed on to the Hirer including any penalty for late payment of fines and extra administration time by Principal.