

By booking a Rehearsal slot you are agreeing to the following Terms & Conditions:

Terms & Conditions

1. Booking
 - 1.1. That you have read in full the Rehearsal Hire booking information and acknowledge the restrictions and procedures therein.
 - 1.2. The capacity per space is limited to 30 people
2. Date and Time
 - 2.1. The Date and Start Time for the Rehearsal are as set out in the e-ticket.
 - 2.2. The booker shall ensure that all guests have left the Premises by the end of the allocated time and if the Booker fails to do so, Rich Mix shall be entitled to charge the booker for each hour or part of an hour after the End Time.
3. Cancellations:
 - 3.1. Rich Mix reserves the right to amend or cancel your rehearsal booking at any time. Amendments are not limited to a change in Time, Date or Venue Space. In the event that Rich Mix needs to cancel your booking you will be notified in writing at least 24-hours in advance of your rehearsal date and you will be refunded within 21 days.
 - 3.2. All rehearsal bookings made online via richmix.org.uk are non-refundable.
 - 3.3. If the booker wishes to postpone a rehearsal this can only be done by making a written cancellation request via martha.rumney@richmix.org.uk and rebooking the rehearsal, subject always to availability and the agreement of Rich Mix.
 - 3.4. In the event of a no-show, the Rehearsal shall be deemed cancelled on the day on which it was due to take place and is non-refundable.
 - 3.5. If the booker does not show up to the booked Rehearsal slot within the first hour and has not contacted a member of the Rich Mix team, the Rehearsal booking will be released and may no longer be available to use later in the day.
4. Provision of Equipment
 - 4.1. Equipment to be provided by Rich Mix free of charge, however Rich Mix does not offer any technical support

- 4.2. The booker shall only use any mechanical or electrical equipment on Rich Mix's premises with the prior written consent of Rich Mix, which shall be subject to the booker giving Rich Mix sufficient time to carry out all testing deemed necessary by Rich Mix, compatibility of any such equipment for use at Rich Mix's premises (such as, without limitation, the availability of power supplies and the feasibility of Installation of equipment in a safe manner) and the Health & Safety at Work Act 1974 and all relevant regulations.
- 4.3. The booker shall only bring any furniture, equipment or effects on Rich Mix's premises with the prior written consent of Rich Mix (which Rich Mix may refuse at its absolute discretion). The booker is responsible for removal of all such furniture, equipment or effects and at the discretion of Rich Mix, agrees to make good any damage caused by the installation or removal of such furniture, equipment or effects or to pay the full cost of doing so. The booker shall install and remove such furniture, equipment or effects in accordance with the allocated time slot or as set out by Rich Mix in advance in writing.
5. Rehearsal Space Booker Conduct
- 5.1. The Booker agrees to observe all instructions and codes of conduct set out by Rich Mix and, without limitation, agrees to take all steps to ensure that no damage is caused to Rich Mix's premises or property, that no illegal activity is carried out and that no aggressive behaviour is displayed.
- 5.2. The Booker agrees not to affix anything to the doors, walls, ceilings or columns of the premises without the prior written consent of the Rich Mix which shall be at the absolute discretion of Rich Mix.
6. Compliance with legal requirements and regulations
- 6.1. The Booker warrants that it will comply with all legal and regulatory requirements, rules, regulations and industry guidelines from time to time in force in the UK in using and occupying the Premises and in connection with the booking (including without limitation all health and safety, hygiene, disability and environmental requirements).
7. Rehearsals with young participants
- 7.1. The Booker is responsible for any of their party under the age of 18 at all times and is required to provide adequate staffing levels for their supervision (chaperones).
8. Personal Information
- 8.1. Rich Mix retain and use all information as per our [Privacy Policy](#)
- 8.2. Rich Mix may contact you by using e-mail or other electronic communication and by pre-paid post, and you expressly agree to this. You may unsubscribe from this correspondence at any time by contacting Rich Mix dataprotection@richmix.org.uk

WE ARE A CHARITY. ALL OUR PROFIT SERVES OUR MISSION.

- 8.3. Your privacy is critical to us. We respect your privacy and comply with the General Data Protection Regulation with regard to your personal information
- 8.4. These terms and conditions should be read alongside, and are in addition to our policies, including our [Privacy Policy](#).

- ENDS -

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RICH MIX CULTURAL FOUNDATION
A company limited by guarantee / Registered in England & Wales
Company Number: 4293133 / Charity Number: 1089163
Registered address: 35-47 Bethnal Green Road, London E1 6LA