



GATE STREET BARN CANCELLATION POLICY

There are 3 payment options at Gate Street Barn.

1. 50% deposit to secure the date with the balance payable 2 calendar months before the Event
2. 25% deposit to secure the date and a Second Instalment of 25% payable halfway between the first payment and the Final Balance due 2 calendar months before the Event. The Second Instalment attracts a £60.00 inc VAT Administration fee
3. £1000.00 minimum and **non-refundable deposit** with the balance split into equal monthly payments finishing 2 calendar months before the Event. The monthly payments attract an Administration fee and this is set out in the quote to the client

The Cancellation policy depends on the payment option chosen

1. For those clients who have paid a 50% deposit, any Event cancelled more than one year in advance where Gate Street Farm Ltd has been able to rebook the date for the same Venue Hire Fee, the deposit will be refunded less an Administration fee of £500.00 plus VAT. If the date is not rebooked or is let at a discount, any payment is ex gratia and will depend on the circumstances of the Cancellation and amount of discount applied to the new booking. If the Event is cancelled less than one year in advance it is HIGHLY UNLIKELY that the date will rebook and essentially the deposit is **non-refundable**.
2. For those clients who have paid a 25% deposit the same rules apply. If the Second Instalment has also been paid this would generally mean that the Event is being cancelled less than one year before and any refund will be on an ex-gratia basis and depend on whether the date is rebooked
3. For those clients who have chosen the monthly payments the minimum deposit is **non-refundable**. Monthly payments which have been made will be refunded on an ex-gratia basis depending on whether the date is rebooked or is let at a discount.

We recommend that all clients take out Wedding/Event insurance to cover their risk