

Booking General Terms and Conditions

1. Definitions

- “The Party Studio” / “we” / “us” refers to the venue owner and operator.
 - “Booker” refers to the person making the booking and named on the booking confirmation.
 - “Guests” refers to all individuals attending the booking.
 - “Booking” refers to the confirmed hire period, including set-up and pack-down time.
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2. Booking & Payment

- All bookings must be made through our online booking system.
 - Full payment is required at the time of booking unless otherwise stated.
 - A booking is only confirmed once payment has been received and confirmation issued.
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3. Responsibility of the Booker

The named booker is responsible for:

- the venue and all equipment during the booking period
- the behaviour and supervision of all guests
- ensuring all policies, rules, and guidance are followed

This responsibility applies from arrival until departure, including set-up and pack-down.

4. Self-Serve & Unmanned Use

- The Party Studio is an unmanned, self-service venue.
 - No staff are present during bookings.
 - Guests are responsible for setting up, supervising activities, and packing away equipment.
 - Clear guidance is provided to support safe and appropriate use of the space.
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5. Adult Supervision

- Adult supervision is required at all times during the booking.
- Children remain the responsibility of the supervising adults throughout the booking.

- The Party Studio does not provide childcare, supervision, or activity leaders.
 - Where the booking is hosted, adult supervision is the responsibility of the booker.
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6. House Rules & Equipment Use

- All guests must follow the House Rules and any guidance provided on site or in advance.
- Equipment must be used only as intended and in an age-appropriate manner.
- Maximum occupancy limits must be respected at all times.
- Prohibited items or activities must not be brought into the venue.

Failure to follow house rules may result in the booking being ended early without refund.

7. Clean-Up & End of Booking

The venue operates on a leave-as-you-found-it basis.

By the end of the booking, guests must:

- return all equipment to its labelled storage
- put furniture back in place
- remove decorations brought into the venue
- dispose of rubbish appropriately
- leave the space generally tidy

Additional cleaning or reset charges may apply if the venue is left in an unreasonable condition.

8. Damage, Loss & Charges

- The booker is responsible for any damage, loss, or misuse beyond normal wear and tear.
- This includes damage caused by both adults and children.
- Where applicable, repair, replacement, cleaning, or call-out costs may be charged.

If a card is held on file, the booker authorises The Party Studio to charge reasonable costs relating to damage, loss, or excessive cleaning. Evidence may be provided where appropriate.

9. Access & Entry

- Access to the venue is provided via a secure entry system.

- Entry is permitted only during the booked time.
 - Access codes must not be shared with anyone outside the booking group.
 - Early entry or late departure may result in additional charges.
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10. Music & Noise

- Music is self-serve and controlled by guests.
 - Volume must be kept at a reasonable level, with consideration for neighbours.
 - The Party Studio reserves the right to take action if noise levels are inappropriate.
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11. Cancellations & Changes

Cancellations and changes are subject to the Cancellation & Rescheduling Policy, which forms part of these Terms & Conditions and is available on our website.

12. Safety & Accidents

- A first aid kit is available on site.
 - Any accidents or incidents must be reported as soon as reasonably possible.
 - The Party Studio accepts no responsibility for injuries resulting from misuse of equipment, failure to follow guidance, or lack of supervision.
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13. CCTV & Data Protection

- CCTV may be in operation for security purposes.
 - Personal data is handled in accordance with our Privacy Policy.
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14. Right to Refuse or End Bookings

The Party Studio reserves the right to:

- refuse future bookings
- end a booking early
- apply additional charges

where terms, policies, or rules are breached.

15. Acceptance of Terms

By completing a booking, the booker confirms acceptance of:

- these Booking Terms & Conditions
- the House Rules
- all related policies referenced on the website