

# Venue Hire of The St Madoc Centre for Wedding Receptions 2020/21

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Please note: We strongly advise you to take out suitable wedding insurance, to cover your wedding booking cost with us should you need to cancel for reasons outside of our control e.g. illness, family bereavement, extreme weather conditions or Covid-19 restrictions etc. The St Madoc Centre does not hold a marriage license; therefore, your legal ceremony must take place elsewhere e.g. Church or registry office.

## Our Packages

### Silver Package

The cost of a weekend hire for a wedding reception is £1700 (including VAT), with the deposit of £500 payable at the time of booking. The final sum, £1200 is due on the first of the month prior to that in which the wedding is planned. Such a fee offers sole use of the site, and access to all public areas.

### Gold Package

The cost for the weekend hire and accommodation is £2300 (including VAT), with the deposit of £500 payable at the time of booking. The final sum, £1800 is due on the first of the month prior to that in which the wedding is planned. Such a fee offers sole use of the site, and access to all guest areas, including dormitories.

Bookings can be made by phone, email, online, or by post. Such bookings are accepted subject to availability and finalised once the non-returnable deposit payment is received. We reserve the right to refuse or accept bookings and to cancel bookings at any time for any reason. VAT will be charged at the current rate and will be included in your price package.

All invoices will be forwarded for payment to the person making the initial booking via email.

Payment via cheque may be sent to The Centre Manager, St. Madoc Christian Youth Camp, Llanmadoc, Swansea SA3 1DE. Cheques are payable to St Madoc CYC Ltd. However, bank transfer is preferred: Lloyds bank, Sort Code: 30-95-46, Account: 00557803.

No reductions/refunds will be made in respect of areas or dorms booked but then unused. Any breakages or damage will be charged at cost plus repair and will be invoiced accordingly.

We provide one disabled access, en-suite bedroom. In addition, all areas of the building are accessible to those with limited mobility. There is also access to a disabled toilet adjacent to the dining room. If you intend to bring visitors with limited mobility, we suggest you visit the site first to ascertain its suitability for your group/specific individuals. Similarly, if you wish to use the disabled access bedroom please advise us at the time of booking.

Guests can occupy the main site from 15.00 hours on the day of arrival and 16:00 hours for Dormitory check-in. Guests must vacate the camp not later than 14:00 on the departure day, usually a Sunday, unless otherwise agreed in advance. We reserve the right to vary these times, particularly when groups cross over. However, details will be confirmed with you before arrival.

## Cancellation by you

If you want to cancel a confirmed booking, you must do so in writing. We will use reasonable endeavours to "re-sell" the date to another group. However, you must pay us any losses and costs we suffer because of the cancellation which were reasonably foreseeable to both you and us when the contract was entered into, whether or not we are able to resell the date. Depending on when you cancel, the cancellation charges you must pay shall be determined by reference to the table below. We will tell you the exact cancellation charges once we know whether or not we have been able to resell the date, and you must pay the charges within 14 working days of our invoice.

## Length of time before your scheduled wedding day Cancellation Charge

- More than 6 months Amount of your deposit (i.e. non-refundable in all cases)
- Between 3 and 6 months Up to 75% of the total wedding package price
- Less than 3 months 100% of the total wedding package price

COVID 19 - Any bookings taken during 2020/21 that cannot then be taken due to a government decreed lockdown will be able to request a date change within 12 months of the booking date at no extra charge.

## Supervision

Covid-19 -reservations must adhere to current government guidelines concerning group size, social distancing measures and increased hygiene protocols.

Wedding/Event organisers are responsible for ensuring high standards of conduct with their groups. St Madoc Christian Youth Camp reserves the right to ban any guests who persistently ignore the rules or act in a manner likely to affect the safety, comfort or well being of other guests or staff. Such activities may include, but not limited to the following: Taking illegal drugs; tampering with electrical equipment/lighting; tampering with fire alarm systems (including covering or removing smoke detectors); letting off fire extinguishers; aggressive behaviour towards staff or guests; fighting; theft; entering accommodation assigned to other groups without permission.

Any accidents to individuals or camp property must be reported to the Centre Manager/Office and appropriate action, as directed by the Centre Manager, must be followed.

Out of respect for other users, and for local residents, noise should be kept to an absolute minimum between 23:00hrs and 8:00hrs. In cases of excessive noise, including, but not limited to, DJs, live or recorded music, it may be necessary for us to request it be stopped, or at least, the volume reduced.

## General Rules

In line with our Christian ethos, witchcraft and occultism are not permitted at the site.

Well behaved dogs will be permitted to visit the site. Dog owners are responsible for their dogs and must always supervise them. Owners must pick up and dispose of any dog mess in the appropriate bins provided. Numbers are limited per group so please ask before booking. Guide dogs are not included in these limitations.

Large ball games are not permitted inside any buildings, with the exception of the sports hall. When available pool and table tennis may be played in the dining room, but must be supervised by adults, and any damage caused by inappropriate play will be added to the invoice.

## Health and Safety

Customers are reminded that this is a natural site. There are inherent dangers in the woods, and elsewhere, by way of poisonous flora and fauna, and likewise danger of stumbling or falling in any of our open areas, due to rabbit holes, fallen trees, vegetation, as well as from the cliffs.

Please be aware of the dangers surrounding the sea and coastline. Dangerous currents exist, particularly on the ebb tide and at low water. Please note that children and young people should always be monitored when playing in and around both beaches. Please check up to date tides times before your activities.

Please note that occasionally farm animals may enter the site. In most cases they will stay away from members of the public. However, they can carry pests, and their faeces carry diseases hazardous to human health.

St Madoc Christian Youth camp does not provide medical personnel or first aid equipment for general use.

## General Responsibilities

When vacating please ensure all areas are left clean and tidy and that any furniture moved be placed back to its original position.

When parking please ensure that there is enough access for emergency services to manoeuvre around the site.

We do have Audio/Visual equipment available in the Main Hall, Chapel and Sunley Room. If you have the correct equipment and technical knowledge you are very welcome to use the overhead projector. Unfortunately, we are unable to offer on call technical support.

We will not tolerate wilful damage to the site's natural environment. We would also ask that all litter is collected and particularly that it is not left in any of the more public areas such as beach, fire pit or woods.

No sales transactions may take place on St Madoc Christian Youth Camp premises without the written consent of the centre. This includes the sale of alcohol, and wedding/event organisers are also reminded that they will need to apply for a Temporary Event notice (TEN) from City and County of Swansea if they intend to have a bar.

St Madoc Christian Youth Camp experiences poor mobile phone coverage. Free wifi is available and network coverage can be received on the headland.

### **Indemnities**

St Madoc Christian Youth Camp assumes no liability for injury or death, damage to or loss of personal property, accident, delay, cancellation, irregularity or inconvenience caused, save where such loss is caused or contributed to by the negligence of some person acting as a servant or agent of St Madoc Christian Youth Camp.

All personal information obtained via booking forms and other sources is used for St Madoc Christian Youth Camp purposes only and is not passed or sold onto third parties. If you wish your details to be removed from our database, please contact the office.

While at St Madoc Christian Youth Camp, photos may be taken for our publications or website. If any of your group does not wish to appear in any such pictures, please inform us on arrival and we will happily oblige.

We shall not be liable to you if we are prevented or delayed in the performing of any of our obligations to you if this is due to any cause beyond our reasonable control including (without limitation): an act of God, explosion, fire, flood or accident; war or civil disturbance; strike, industrial action or stoppages of work; any form of government intervention; a pandemic or epidemic; a third party act or omission; failure by you to give us a correct delivery address or notify us of any change of address.

**In completing a booking form, guests agree to accept and abide by the rules and conditions of the camp, and to ensure all users and team members are so informed.**

*The Trustees and the Staff of St Madoc CYC are DBS approved where required. This approval is undertaken using the administrative services offered by CCPAS (Churches Child Protection Advisory Services.) As such, St Madoc CYC operates according to the guidance and best practice highlighted by CCPAS.*