

# **Booking Terms and Conditions**

Centre Stage School strongly recommends you print a copy of the "Class Registration Terms and Conditions" for future reference.

Should you have any queries, please email <u>centrestageschool@gmail.com</u> or call us on: 022 53477

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### 1. CONTRACT

These conditions govern all bookings with Centre Stage School whose registered office is at Bellevue, Mallow, Co Cork.

Any booking/s made or order placed by you, whether through the School's website or otherwise, shall be deemed an offer by you to purchase the relevant classes subject to these booking conditions and it shall be at the School's discretion to accept the offer.

No contract between you and the School shall come into existence until the School accepts full payment and issues a confirmation receipt. All contracts with the School and all matters arising from them are subject to Irish law and to the exclusive jurisdiction of Irish courts. The person who makes the booking accepts these conditions on behalf of all members of the party and is responsible for all payment due from the party.

Booking services with the company are currently only available to persons who are at least 18 years old. By submitting a booking you warrant and confirm to us that you comply with those arrangements.

### 2. PAYMENT BY CREDIT / DEBIT CARD

A deposit is required for all products at the time of booking. In the event that the School is unable to obtain confirmation and cannot offer an alternative, a refund will be issued.

The School will not accept responsibility for cash sent through the post.

Payment on booking requests made on the website can be made by Visa Debit, Visa and Mastercard. The School reserves the right to charge you for any handling fees incurred by us in relation to bookings made by credit card, these fees are currently 2% per transaction. Payment can also be made by Visa Debit which does not incur a handling fee.

## 3. ALTERATIONS BY THE SCHOOL

Although the School makes every effort to ensure that published descriptions are correct, it

cannot guarantee that all classes will go ahead. There is a minimum quota per class. "Low Bookings"; when the number of persons who have booked a particular arrangement is less than the minimum required to make it viable.

The School therefore reserves the right to change/cancel or offer an alternative class. If this is not satisfactory, we will issue you with a full refund.

## 4. PRICING POLICY

All classes and other information displayed on our website are subject to availability and all booking requests will be subject to confirmation by a member of staff.

Once a confirmation invoice has been issued the price shown on that invoice will not vary for the duration of the School's academic year.

## 5. CANCELLATION POLICY

We offer a three week trial for classes (the three weeks begins at the time/date of booking made), and if your child decides not to return after the third week of the trial you are entitled to 80% of your fee refunded. After this however no refunds will be given and a 100% cancellation fee applies. Fees can be carried forward to the next term if you so wish. Fees are non-transferable.

### 6. COMPLAINTS

Please contact the School's Office by telephoning 022 53477 or emailing <u>centrestageschool@gmail.com</u> so that the School is given the opportunity to help, should a problem arise. Please do not contact the teacher directly.