



Jeenie Centre of Excellence – Terms & Conditions

1. Booking Confirmation & Payment

- A booking is only confirmed once the completed booking form and payment (if applicable) have been received.
- Any outstanding payments must be settled prior to the event date.

2. Cancellations & Refunds

- Cancellations made more than 14 days before the event will receive a full refund.
- Cancellations made within 7-14 days of the event will receive a 50% refund.
- Cancellations made less than 3 days before the event will not be eligible for a refund.
- Jeenie reserves the right to cancel or reschedule bookings due to unforeseen circumstances, with a full refund offered if rescheduling is not possible.

3. Use of Facilities & Equipment

- All equipment and facilities must be used responsibly and returned in the same condition as provided.
- Any damage or loss of equipment will be charged to the hirer.
- No unauthorised modifications to the room layout or equipment setup are permitted.

4. Health & Safety

- Attendees must comply with all health and safety regulations while on the premises.
- The hirer is responsible for ensuring all attendees adhere to these guidelines.
- Emergency procedures and exits must be made known to all participants at the beginning of the event.

5. Insurance & Liability

- The hirer must provide proof of Public Liability Insurance where applicable.
- Jeenie Centre of Excellence is not responsible for any personal injury, loss, or damage to personal belongings.





- While all reasonable steps are taken to maintain a safe environment, participants are responsible for their own well-being and must use equipment safely and as instructed. Any injuries sustained while using the equipment or participating in activities are the responsibility of the attendee.

6. Catering & Special Requirements

- Any catering requirements must be confirmed at least 14 days before the event.
- Special dietary requests will be accommodated where possible but cannot be guaranteed.

7. Promotion & Photography

- If consent is given, Jeenie Centre of Excellence may use event images for promotional purposes.
- If photography or filming is not permitted, this must be communicated in writing prior to the event.

8. Code of Conduct

- All attendees must act in a respectful and professional manner.
- Any disruptive or inappropriate behaviour may result in the immediate termination of the event without refund.

9. Data Protection

- Personal information provided in this booking will be used solely for administrative and booking purposes.
- Data will not be shared with third parties without consent.

10. Agreement

- By signing the booking form, the hirer agrees to abide by these Terms & Conditions.



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