

# SPACES AVAILABLE FOR HIRE AT WATTS GALLERY



## MAIN GALLERIES

The main gallery space for hire is comprised of the historic galleries: the Isabel Goldsmith Patino Gallery, The Livanos Gallery, the Weston Gallery and the Graham Robertson Gallery\*. The resulting gallery space for hire gives 150.75m<sup>2</sup> of floor space, providing room for up to 250 people standing.

The Isabel Goldsmith Patino Gallery is the most suitable place to accommodate tables and seating with enough room to seat 70 diners on round tables (tables of 8), 90 guests in a cabaret style (tables of 4-5) or 90 delegates in a theatre style.

The Long Gallery combined with the Livanos Gallery give an ideal area to greet guests and provide a partially separated area for a drinks reception when holding a dinner event. The area allows for 140 people standing.

A marquee on the front lawn provides additional space for either seated or standing guests. Please enquire about additional space requirements when making your booking.

\*Please note: Half of the Graham Robertson Gallery will remain cordoned off in the event of any hire due to the nature of the hang and the presence of a delicate sculpture in the area

## MEETINGS ROOM

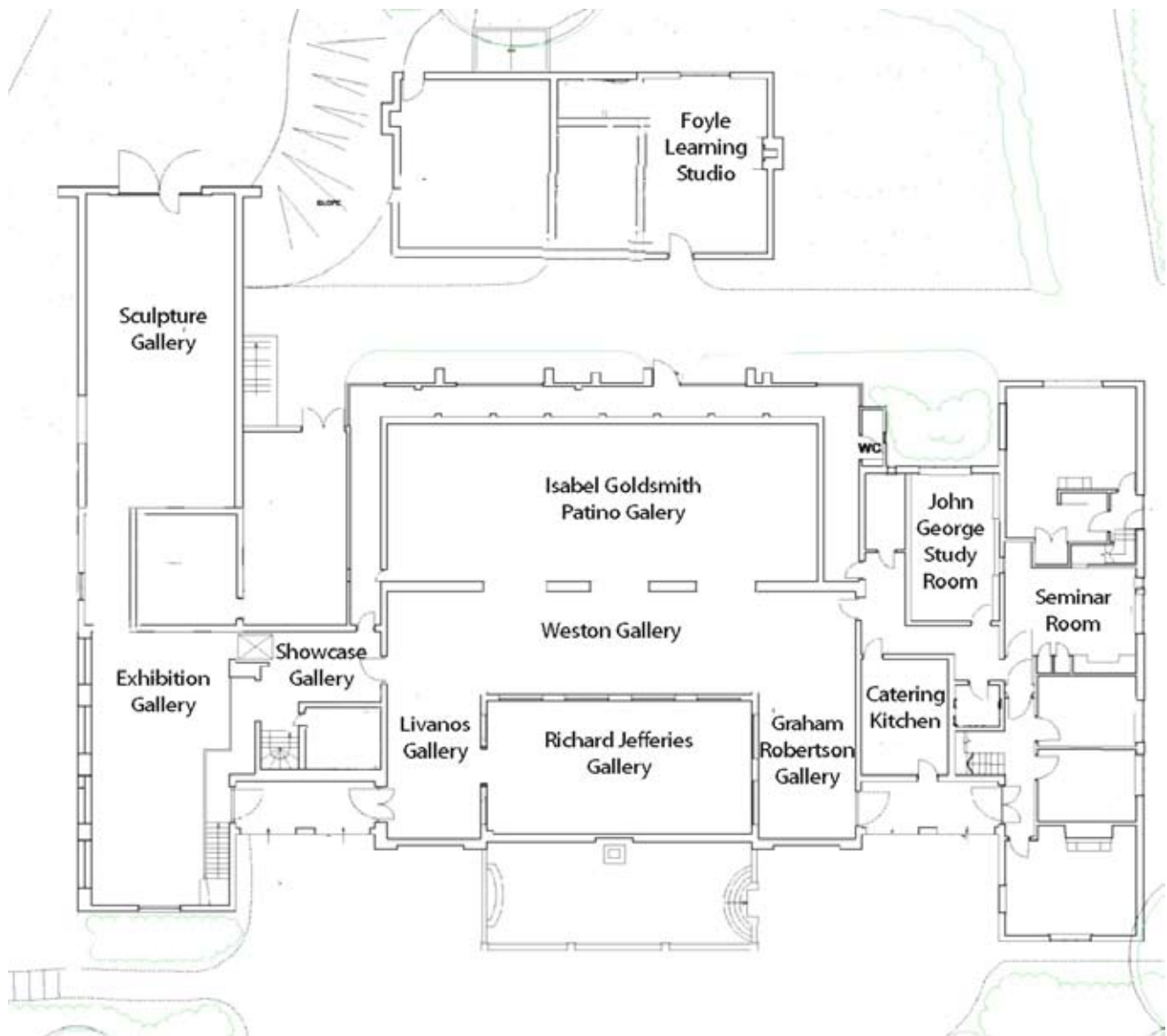
The Seminar Room is an excellent additional space for a staging area or private break off meetings and can accommodate up to 12 delegates seated in a boardroom style. This area can also be hired separately for smaller business meetings (prices per head).

## EXHIBITION GALLERY AND SCULPTURE GALLERY

You can add these galleries to your event for an additional cost. Please note that no food or drink may be consumed in these spaces. Guided tours of these areas are available, please enquire upon booking.

NB. All areas can achieve near black out.

## PLEASE SEE OVER THE PAGE FOR A MAP OF THE GALLERY



# SUGGESTED ITINERARIES



**Staff Away Day (full day hire):** We can create a bespoke experience to suit any time frame and budget for you and your team. The itinerary below gives an idea of the kind of service we can provide.

## Morning

Begin your day by taking tea and coffee with tea cakes in the Tea Shop. Enjoy a talk on the artist G F Watts in the beautifully restored Isabel Goldsmith Patino Gallery surrounded by Watts's masterpieces. Follow your talk with a guided tour of the collection and special exhibitions. Opening exhibitions will include 'Art for the Nation: Watts and the Tate' displaying a number of masterpieces from the Tate and 'Hope' focuses on Watts's most famous painting. After your tours visit the Watts Gallery Archives for an exclusive viewing of rarely seen drawings by G.F. Watts and Mary Watts's Chapel notebook.

**Break for a delicious cold buffet lunch made at the Tea Shop.**

## Afternoon

Learn more about Mary Watts, Compton Pottery and the Arts and Crafts masterpiece that is Watts Cemetery Chapel. Take a short walk to Watts Cemetery Chapel for a guided tour of the stunning interior and exterior, where you can learn about the complex symbolism of the decoration. Following your tour, return to the Tea Shop for a traditional afternoon cream tea served with fresh scones, jam and cream. Complete your day by taking a leisurely look around the Watts Gallery Shop which is stocked with a variety of books and quality gifts.

**Evening drinks reception:** Take an exclusive tour of the latest exhibitions complimented by a champagne reception and canapés - an ideal way to impress important clients or network in style.

Chilled drinks and delicious canapes are ready to welcome guests into the faithfully restored interiors of the historic galleries. In warmer weather drinks receptions can take place on the lawn, with the beautiful Arts and Crafts Gallery as a backdrop. Exclusive tours of the temporary exhibition spaces give a deeper insight into the special exhibitions on show. Guests will also be granted exclusive access to the Sculpture Gallery where they can view the impressive 'Physical Energy', one of Watts's greatest masterpieces. The evening will be concluded with a final toast back in the historic galleries.

**Dinner and Drinks at Watts Gallery: The perfect way to celebrate a special occasion.**

Guests are greeted with a glass of champagne in the Livanos and Long Galleries where they can mingle amongst some of Watts' most famous masterpieces. A string quartet will provide ambient music from the Graham Robertson Gallery. A knowledgeable guide will provide an exclusive introductory talk on the Gallery and collection. Following the talk, guests are seated for an exquisite three course dinner in the Isabel Goldsmith Patino Gallery. After dinner a musical recital in the Long Gallery completes the evenings entertainments.

## SUGGESTED ITINERARIES - CONTINUED



**Full Day Business Meeting:** Enjoy the benefits of holding your meeting at one of the finest small Galleries in Europe.

Tea, coffee and tea cakes are ready to welcome delegates as they arrive and are seated in the Seminar Room. For the meeting a projector screen, projector and laptop are available and can be set up in advance if required.

Lunch is served at the Tea Shop where a selection of freshly made hot and cold lunches, made from locally sourced ingredients will be available. During their lunch break delegates also have time to take advantage of their free entrance to the Gallery, and can explore the restored gallery and exhibitions, before continuing their meeting.

The mid-afternoon break will be held in the Tea Shop, where a choice of teas, coffees and scones will be served. Delegates can also take the short walk to the Watts Cemetery Chapel to explore its exquisite interiors before the conclusion of their meeting.

**Seminar and Drinks Reception:** Host a seminar with a difference by following it up with a drinks reception and exclusive tour of the newly restored Gallery, permanent collection and temporary exhibitions.

Delegates arrive for the seminar in the Isabel Goldsmith Patino Gallery where state of the art technology has been installed to facilitate the meeting. Once the seminar has finished delegates are welcomed into the Livanos and Weston Galleries to enjoy a drinks reception. Wine and canapés are circulated as guests can enjoy a chance to discuss their day and network amongst the newly restored historical galleries. The organiser can also choose the additional option of granting guests exclusive access to the Exhibitions and Sculpture Galleries where delegates can take a tour of the opening exhibitions ; 'Painting for the Nation: G.F. Watts and the Tate' and 'Hope: World Icon', which explores one of Watts' most famous masterpieces.

## SPECIAL EXHIBITIONS



'Painting for the Nation': G.F. Watts at Tate  
Exhibitions Gallery  
From re-opening until end of December 2011



Between 1897 and 1938 the Tate Gallery had a permanent room devoted to the works of G.F. Watts. His major bequest of paintings to the gallery was gratefully accepted by the nation who found these symbolist masterpieces as uplifting moral statements that offered spirituality to an increasingly secular audience. Drawing from this rich collection, the exhibition evokes the Tate room through the display of many of his major works.

Hope: World Icon  
Showcase Gallery  
From re-opening until 27 November 2011



Hope, first exhibited in 1886, is a painting which has inspired people throughout the world. When a version was given to Tate in 1897 it was their most popular picture. Since then it has influenced European artists, poets from China and Japan and thousands of individuals who obtained the numerous copies made of it. Its image was made into prints, photographs, postcards and even sheet music, stamps and a 1922 film. This exhibition will explore this extraordinary icon through its many manifestations.

## VENUE HIRE PRICES



## HISTORIC GALLERIES

### Evenings - Monday-Sunday

Time Frame	Best for	Hire rate
6pm-9.30pm	Drinks parties, product launches	£750
6pm-12pm	Dinner parties, private dining, parties, fundraisers	£1300

### All Day - Mondays only

Time Frame	Best for	Hire rate
Full Day (9am-5.30pm)	Staff Away Days, Conferences, Lectures	£1500
Morning (9am-1pm)	Meetings, Training, Workshops, Lunches	£850
Afternoon (1-5pm)	Meetings, Training, Workshops, Lunches	£850
Late afternoon (2pm-7pm)	Seminar and drinks reception	£900

## EXHIBITION GALLERY AND SCULPTURE GALLERY

You can add these galleries to your event for an additional cost. £25 per hour

## MEETINGS ROOM

We also offer several 'per head' options for meetings and conferences in our Seminar Room. The room can hold up to twelve delegates. Unlimited teas and coffees and complimentary Gallery entry are including in all conference and meetings package prices. (Minimum booking of 6 delegates)

Per head options can also be offered for meetings held in the historic galleries on Mondays for parties between 40 and 90.

Full Day (9am-5pm)	Including a freshly made lunch	£40 per person
Half Day (9am-1pm or 1pm-5pm)	Including a freshly made lunch	£30 per person
Half Day (9am-1pm or 1pm-5pm)	Excluding lunch	£20 per person

# VENUE HIRE PRICES – CONTINUED



## WHAT IS INCLUDED IN OUR RATES?

- Exclusive use of the venue which you have booked as detailed in the Booking Agreement. You will have full access to the areas hired during the hours specified.
- Your event will be organised and overseen from start to finish by your events manager
- A member/members of staff in attendance on the day/night of your event
- All normal heating, lighting and cleaning of the space
- Full access to our free car park with a capacity of 65 cars
- Access to the Historic Galleries to see exhibitions and collection displays (worth £7.50 per adult)

## EXTRAS (FREE OF CHARGE)

Please enquire on booking if you would like to take advantage of these facilities:

- Projector Screen, projector and laptop (including set up and take down)
- PA system (including set up and take down)
- Introduction to the Gallery and collection (several options available from ten minutes to an hour)

## EXTRAS (INCURRING ADDITIONAL COSTS)

- Marquee on front lawn (giving optional additional capacity –prices depend on marquee size. Please enquire on booking)
- Seminar Room £150 (flat rate as additional extra if you are hiring the historic galleries)

## CATERING COSTS

Teas, coffees, lunches, afternoon teas and packed lunches are provided by The Tea Shop at Watts Gallery and will be invoiced by Watts Gallery.

Drinks receptions, canapés and dinners are catered for by one of our recommended caterers who will invoice separately.

**NB. All Prices shown are excluding VAT**

# POTTERY WORKSHOPS



Why not have a party with a difference using our pottery workshop and kiln. Whether it is a children's party, a team building exercise or just a fun day out for you and your friends - Watts Gallery can help you enjoy it with clay!

**Please note: Maximum Group size for all options is 12 people**

## WORKSHOP OPTIONS

	Timings	Cost
<b>The Potter's Apprentice</b> An exciting hands on pottery workshop party can be tailored for age ranges between 5 and 18. You can make name tags, jewellery or seasonal decorations.	1 ½ hours	£19pp
<b>Introductory Workshop</b> An artist led pottery workshop that lets you get to grips with the material. You will produce a piece in the Compton Pottery trade mark terracotta clay. You can make garden plant tags and cane knobs or a house plaque.	1 ½ hours	£20pp (min £200)
<b>The Compton Potter</b> Be inspired by the magnificent Watts Cemetery Chapel with a private visit and time for sketching (1 hour). Continue on to create your own piece in a pottery workshop lasting 1 ½ hours. You can make plant tags, house plaques or coasters.	2 ½ hours	£25pp (min £250)
<b>The Artisan's Day</b> Take an exclusive tour of the Watts Chapel, with time to draw from the stunning decorations (1 hour). Continue on for an hours pottery workshop, where you will get used to working with the clay, then break for lunch. Return refreshed and ready to complete your item. By the end of the session you will have a beautiful piece completed. You can make garden pots, lanterns or cheese/meat platters.	All Day 2 hours am 2 hours pm	£45pp (min £450)
<b>The Watts Gallery Working Potter</b> Take a tour of the newly restored Watts Gallery followed by a visit to the Watts Chapel (allow 2 hours). Drawing your inspiration from the Gallery collection and the Chapel you will now spend 2 hours creating your own unique piece. You can make candle holders, herbal plant holders or plates.	All Day 2 hours am 2 hours pm	£50pp (min £500)

# POTTERY WORKSHOPS - CONTINUED



## WHAT IS INCLUDED IN THE PRICE

- Exclusive access to the Foyle Art for All Learning Studio for the duration of your workshop.
- A professional artist to guide you through your pottery experience.
- All materials required to complete your chosen item.
- Firing of your item at the end of your session. (Pottery pieces can be collected from the Gallery after they have been fired, please allow 3 weeks).
- A private dining area for packed lunches and private party lunches.

N.B Workshops can be tailored to your requirements - please enquire on booking for additional options.

## ADDITIONAL EXTRAS

- Discounted merchandise pack (to include a Gallery Guide and selection of postcards) £10 each
- Packed lunch from The Tea Shop at Watts Gallery (includes a cold drink) £6 adult /£5 child
- Additional soft drinks (including fruit juices and elderflower cordial) £2.00 per person
- A jug of freshly filtered coffee and a pot of tea £2.00 per person
- Birthday cake £15-50  
Dependant on type and size
- A party pack to include invites, party bags and thank you notes £4 per person
- Coffee and cake break at The Tea Shop at Watts Gallery (allow an extra 30 minutes) £5 each
- Have your pottery items sent securely to you. Priced on weight

Please specify any dietary requirements you or your party may have when booking.

Disclaimer: We can't guarantee that every piece of pottery will survive the firing process.

# CATERING BY THE TEA SHOP AT WATTS GALLERY



The Tea Shop at Watts Gallery specialise in producing fresh, English, seasonal food that is sourced as locally as possible and made on the premises by friendly staff. The Tea Shop can provide a variety of options which can be pre-ordered to arrive at a time of your choosing during your event.

N.B. The Gallery also provides a 'per-head' option for meetings and conferences which include the price of the venue hire. Please see 'Hire Prices' for details.

## MORNING

Specially blended potters tea, fresh filter coffee and tea-cakes £3.75 ex VAT

## LUNCH

**Cold Buffet Lunch** £10.00 ex VAT  
(including a variety of sandwiches, cake selection & fruit basket)  
Drinks provided: Jugs of water, elderflower and orange juice

**Wine for guests over lunch** £3.00 ex VAT

**Packed Lunch** £6.00 ex VAT  
To include a sandwich, fruit juice drink, a piece of home made cake and a piece of fruit.  
(Catering specifics such as sandwich fillings and cakes available to be determined upon booking)

## AFTERNOON

**Afternoon Tea and Coffee and home baked scones, jam and fresh clotted cream** £3.75 ex VAT

## ANYTHING ELSE?

If you would like to discuss your particular catering requirements please contact us.

# WATTS GALLERY RECOMMENDED CATERERS



Watts Gallery has carefully selected three catering companies whose standard of food and excellent service would make any event extra special. For sample menus from each of our caterers please contact Alex Prince on 01483 813580.

We understand that every event booked at Watts Gallery is unique so we always offer a meeting between client, Gallery event manager and caterer in order to make sure that your event is everything you wish it to be. All of our caterers can create bespoke menus suited exactly to your needs. Complimentary food and wine tastings are available.

## **Kalm Kitchen**

Kalm Kitchen is an energetic and creative event catering and event management company providing exceptional food to parties, corporate events and weddings. They believe that a wedding, a milestone birthday or an important business meeting deserves great food that is one of the memorable moments of the day. Serving large numbers of guests is no excuse for compromise on how the food is prepared, presented or served and the food must taste divine.

## **Surrey Gourmet Catering**

Established in 1990, Surrey gourmet have been offering catering services to private and corporate clients. Their menus are designed to cater for weddings – big or small, private parties, corporate team building days and more. Utilising a team of experienced chefs, they try to use as many fresh ingredients as possible in our dishes to ensure a home cooked tantalising taste.

## **Pesto Catering**

Pesto was established in 2000 by Sarah South, previously Head Chef at By Word of Mouth in London. All food is produced in their own kitchen using fresh ingredients sourced locally and from London. Pesto pride themselves on providing a personal service, tailoring menus to their clients individual requirements and helping with all aspects of an event.

Our recommended wine supplier is Stone Vine and Sun. Please enquire for a list of a selection of the wines available.

# OTHER RECOMMENDED SUPPLIERS

Watts Gallery are also happy to advise clients on recommended suppliers for audio-visual equipment, floristry, entertainment, lighting and photography.

# WATTS GALLERY VENUE HIRE BOOKING FORM



Name of Hirer(s)

Hirer's Company (if applicable)

Contact Number

E-mail Address

Postal Address

Date of Event

Description of Event

Space(s) Hired

Times of Hire

Maximum Number Attending

Other Special Arrangements

# WATTS GALLERY VENUE HIRE BOOKING FORM - CONTINUED



Standard Hire Fee

.....

Additional Costs (if applicable)

.....

.....

Total Balance due

.....

Deposit

.....

Date Balance is payable by

.....

Please pay by cheque (payable to Watts Gallery) or credit/debit card (over the phone or in person)

I hereby agree to all of Watts Gallery's Terms and Conditions  
as set out in their Terms and Conditions Document (please tick)

Signature

.....

Date

.....

Staff Use Only

Deposit Received

.....

Signature

.....

Date

.....

# TERMS & CONDITIONS



Please note all hire dates are subject to availability.

## 1. Contract and Administration

- 1.1 These Terms and Conditions, together with any special arrangements recorded on the Booking Form or otherwise agreed in writing by the parties, comprise the agreement between Watts Gallery and those who made the booking (the Hirer) in respect of the Event.
- 1.3 The signed booking form constitutes acceptance of the Gallery's Terms and Conditions as set out in this document.
- 1.4 The Hirer (if more than one person) shall be jointly and severally liable in respect of the Organiser's obligations in this agreement. This means in particular that each individual is fully responsible for all sums due to Watts Gallery under this agreement.
- 1.5 All bookings will be regarded as provisional until a signed copy of the Booking Form and a 50% deposit have been received by Watts Gallery. The balance of the event will be invoiced after the event and full payment is due within 30 days.
- 1.6 Applications for use of accommodation for functions will only be accepted if functions are considered reasonable and appropriate for the venue. The safety of the building and collection are of paramount importance.
- 1.7 The purpose for which the accommodation is required must be fully and fairly represented by those who place the booking. Any misrepresentations may result in the cancellation of the Event by the Gallery with the forfeiture of the 50% deposit.
- 1.8 Under no circumstances may the Hirer sub let any of the spaces hired.
- 1.9 Under no circumstances may the function or ticket sales be advertised to the general public in papers, magazines, poster, or fliers without approval in writing from the Gallery's Event Manager.

## 2. Facility Fees

- 2.1 The applicable fee is as stated in the Booking Form (or as otherwise agreed in writing). The full Gallery Hire fee must be met by the Hirer.
- 2.2 The fees provide access to the booked facilities only. The Hirer is responsible for supplying anything additional e.g. marquees, catering, florists etc. Watts Gallery can offer suggestions for contractors for these services but it is entirely up to the Hirer to ensure that the contractors hired provide the services required.
- 2.3 Fees only pay for the hire of the venue during times specified on the booking form. Set up and take down of any event must occur within the allocated times, no persons are permitted to arrive before or leave after the allotted hire times as stated in the booking documents.
- 2.4 If any of the Hirer's equipment remains on site outside of the specified hire times an additional facility fee of £100.00 + Vat per item remaining per day will be charged.
- 2.5 Watts Gallery reserves the right to reduce or waive the facility hire fee for functions organised by the Friends of Watts Gallery, or by other allied institutions or for functions for the benefit of the Gallery.

## 3. Equipment and Catering

- 3.1 The hirer is responsible for hiring their own equipment (unless agreed that it will be provided by Watts Gallery) required for the Event, as well as organising their own entertainment and/or catering.
- 3.2 Due to the nature of the building and collection it has been necessary to ensure that all suppliers fully respect the nature of the environment they will be working in. For this reason all suppliers must be chosen from the list of Watts Gallery Approved Suppliers. The Gallery accepts no liability for the performance of services outside the hire of the Gallery.
- 3.3 No alterations may be made to the layout or appearance for the room unless agreed in advance with the Event Manager. The Gallery reserves the right to change the displays of art and objects at any time.
- 3.4 All catering must either be provided by one of Watts Gallery's approved caterers or by Watts Gallery Tea Shop.
- 3.5 Events must finish at midnight at the latest (any other finish time stated in the Special Terms overrides this clause).
- 3.6 Any music must cease 20 minutes before the end of the event. All guests must have left the Gallery premises by the finish time.
- 3.7 The Organiser must not arrange for deliveries to the venue or Watts Gallery without first obtaining the prior agreement of Watts Gallery. This is to ensure that they are dealt with appropriately.
- 3.8 Watts Gallery does not accept responsibility for any property or articles placed or left on the premises by the Hirer or any of their party.

## 4. Security

- 4.1 Watts Gallery reserves the right for their representatives to be present in the Gallery during the Hire period. The Hirer must take instructions from the Events Manager and Gallery personnel in attendance at the event in the event of any security issue.
- 4.2 Watts Gallery is the centre of a living community and has to maintain respect for this community. Noisy activities, likely to cause distress to neighbours and/or animals and livestock are not permitted and will be stopped forthwith.
- 4.3 Firework displays are not permitted on the Estate.
- 4.4 The Organiser shall remove or procure the removal from the venue of any person acting in a manner which, in the reasonable opinion of Watts Gallery, may be undesirable, illegal or may cause a breach of the peace.

Alex Prince 01483 813 580 [visitorservices@wattsgallery.org.uk](mailto:visitorservices@wattsgallery.org.uk)

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4.5 Watts Gallery shall procure the cessation of any activity at the venue for which the Organiser or the attendees are responsible and which, in the reasonable opinion of Watts Gallery constitutes, or may constitute, a breach of the peace. This right is without prejudice to the right of Watts Gallery to contact the police and remove such person from the premises in these circumstances.

4.6 Children must be supervised at all times. It is their carers responsibility to ensure that any child is behaving appropriately.

4.7 The Hirer must be responsible for the security and insurance of their products, equipment and works on the premises.

4.8 The Hirer is responsible for keeping proper order and that all persons, including any contracted suppliers, behave safely, in an appropriate manner and comply with any instructions from the gallery official for the duration of the hire period.

4.9 Hirers must ensure that the number of people in attendance to their Event (including organisers and guests) does not exceed the maximum capacity limits of the space hired as set out in the booking form.

## 5. Photography

5.1 Flash Photography within Watts Gallery is not permitted unless agreed beforehand.

## 6. Special Considerations

6.1 Smoking is not permitted inside Watts Gallery.

6.2 Watts Gallery reserves the right to check identity of guests consuming alcohol on the premises and accordingly reserves the right to stop individuals who are not behaving in an appropriate manner from consuming alcohol.

6.3 Watts Gallery is responsible for the general cleaning of the venue after an event, however there will be an additional charge invoiced to the Hirer for any cleaning that is considered to be in excess of normal use.

6.4 Copies of the guest list and an invitation card must be sent to the Watts Gallery prior to the event. Should the invitation show the Watts Gallery logo or any gallery images, a proof must be approved by the Events Manager before it is sent.

## 7. Cancellation by Organiser

7.1 If the Hirer wishes to cancel the booking, he/she must notify Watts Gallery in writing and such notice must be received by Watts Gallery. Except as stated in clause 8.1, all facility fees paid are non-refundable and all facility fees that are unpaid remain due and payable.

7.2 If the Hirer is able to re-book the venue and facilities for a later date then a refund of all or part of the hire fees may be made (at Watts Gallery's discretion), subject to an administration charge of 25% of the total due.

## 8. Alteration and Cancellation by Watts Gallery

8.1 If Watts Gallery is unable to make the venue and other booked facilities available to the Hirer in accordance with this agreement (including any circumstances where the venue becomes inaccessible, closed (temporarily or otherwise) or the Event is interrupted) for reasons outside of Watts Gallery's reasonable control including, without limitation, any mechanical breakdown, failure in the supply of any utilities or telecommunications facilities, fire, Government restriction, weather conditions, flooding or other act of God or any other reason. Watts Gallery shall notify the Organiser as soon as reasonably possible. If the parties are able to agree changes to the booking to overcome the difficulty, then the booking will be altered accordingly. If the Hirer does not wish to accept alterations proposed by Watts Gallery, Watts Gallery may cancel the booking, giving as much notice as possible, and shall refund any facility fees paid. This shall be Watts Gallery's only liability.

8.2 For the avoidance of doubt, if Watts Gallery's ability to perform the booking is unaffected but the Hirer's enjoyment of the Event is interrupted or spoiled for reasons outside Watts Gallery's control, Watts Gallery shall not have any liability to the Organiser.

## 9. Watts Gallery's Liability

9.1 Watts Gallery shall only be responsible for damage to the physical property of the Organiser or any persons attending the Event if such damage is caused by the negligence of Watts Gallery or its personnel.

9.2 Apart from any liability under clause 9.1, Watts Gallery's liability for any claims arising out of or in connection with this agreement and the booking shall be limited in total in respect of all claims to a sum equal to the facility fee (exclusive of VAT).

9.3 In no circumstances shall Watts Gallery have any liability for (i) any loss of or damage to profit, revenue, goodwill, opportunities, or use, or (ii) any indirect or consequential loss or damage that may be suffered by the Organiser.

9.4 Except where the Organiser is a person dealing as a consumer (within the meaning of the Unfair Contract Terms Act 1977) all warranties, conditions, terms and liabilities express or implied, statutory or otherwise, on the part of Watts Gallery, in respect of compliance with descriptions, the quality or the fitness for purpose of items, facilities or services which are not expressly set out in this agreement are excluded except as prohibited by law.

9.5 The limits on Watts Gallery's liability shall apply whether the loss or damage suffered has been caused by (i) Watts Gallery's misrepresentation (whether made prior to or in this Agreement or after its entry), negligence, breach of statutory duty or other tort, renunciation, repudiation or other breach of contract or otherwise; (ii) any total or partial failure or delay in performance in relation to

# TERMS & CONDITIONS



the booking in each case, however fundamental the result.

9.6 The exclusions and limitations of liability in this agreement shall not apply to the extent prohibited by law and in particular nothing shall affect liability for death or personal injury caused by negligence, or for fraudulent misrepresentation or other fraud.

9.7 In view of the exclusions and limitations of Watts Gallery's liability, the Organiser must consider taking out its own insurance in respect of those risks for which Watts Gallery excludes or limits liability.

9.8 After the hire period, the Hirer must remove anything that is brought and placed within the premises by any persons, and ensure that the access routes and accommodation are left in a tidy condition to the satisfaction of the Gallery's Events Manager. The Gallery will not accept responsibility for any loss or damage to any items brought onto the premises by the Hirer, guests and/or any hired suppliers.

## 10. Damage to property and insurance

10.1 Damage to any property of Watts Gallery including items from the collection, damage or loss of any of its equipment caused by the Hirer, the Hirer's staff or by those attending the Event will be the responsibility of and charged to the Hirer at cost on final account.

10.2 Except as stated in clause [12.1], Watts Gallery does not accept responsibility for (and shall have no liability for) any loss of or damage to property belonging to the Hirer or anyone attending. It is the Hirer's responsibility to ensure that appropriate insurance cover is in place.

10.3 Damage caused to any areas used by the Hirer or any persons or equipment employed or contracted by them must be fully rectified and repaired without cost to Watts Gallery. Failure to do this will result in the repair work being done by Watts Gallery and the cost being charged to the Hirer. The over-riding condition is that any areas used for the event must be returned to the condition existing prior to the Event.

## 11. Governing Law

11.1 This Agreement shall be construed in accordance with the laws of England and Wales.

## 12. Contracts (Rights of Third Parties) Act 1999

12.1 No provision of this Agreement shall be enforceable by any person who is not a party to it pursuant to the Contracts (Rights of Third Parties) Act 1999 but this does not affect any right or remedy of a third party which exists or is available independently of this Act.

## 13. VAT

13.1 Unless otherwise indicated, all charges are subject to VAT at the current rate.

Watts Gallery reserves the right to change or alter these terms and conditions at any time and to impose further conditions if deemed necessary.

## DECLARATION

Please sign and return the whole document to:

Events Manager, Watts Gallery, Down Lane, Compton, Surrey, GU3 1DQ

Name of Organiser: .....

(correct legal name if not an individual)

Address of Organiser: .....

.....

Telephone: ..... E-mail: .....

Signed by/on behalf of Organiser: ..... Name: ..... Date: .....

Signed on behalf of Watts Gallery: .....