

1. This Agreement

1.1 Agreement: Barnstaple Work Hub agrees to provide during standard business hours meeting rooms and training room, and access to the common areas of the Centre including toilets.

1.2 Applicable law: This agreement is interpreted and enforced in accordance with the law of the place where the Barnstaple Work Hub is located.

2. Use

2.1 Providing the Facilities: Barnstaple Work Hub has the right to suspend the provision of the service for reasons of political unrest, strikes or other events beyond our reasonable control.

3. Compliance

3.1 Comply with the law: The Client must comply with all relevant laws and regulations in the conduct of its business. The Client must do nothing illegal in connection with its use of the Barnstaple Work Hub. The Client must not do anything that may interfere with the use of the Centre by Barnstaple Work Hub or by others, cause any nuisance or annoyance, increase the insurance premiums Barnstaple Work Hub has to pay, or cause loss or damage to Barnstaple Work Hub (including damage to reputation) or to the owner of any interest in the building which contains the Centre the Client is using. The Client acknowledges that (a) the terms of the foregoing sentence are a material inducement in Barnstaple Work Hub execution of this agreement and (b) any violation by the Client of the foregoing sentence shall constitute a material default by the Client hereunder, entitling Barnstaple Work Hub to terminate this agreement, without further notice or procedure.

3.2 Comply with House Rules: The Client must comply with any House Rules which Barnstaple Work Hubs impose generally on users of Barnstaple Work Hub whether for reasons of health and safety, fire precautions or otherwise. Such rules are developed and/or imposed for the safety of the hub Clients .

4. Barnstaple Work Hub Liability

4.1. Barnstaple Work Hub is not liable for any loss resulting from Barnstaple Work Hub failure to provide any services unless Barnstaple Work Hub does so deliberately or is negligent. Barnstaple Work hub is also not liable for any failure until the Client has told us about it and has given Barnstaple Work Hub a reasonable time to put it right. The Client accepts responsibility for their equipment whilst on the premises and the Client is liable at all times for the loss or damage to any of Barnstaple Work Hub equipment.

5. Fees

5.1 Payment Terms: The Fee is the total of the product charges and additional services quoted at the time of booking. These fees will be charged upon confirmation of the booking.

Pre-approved credit accounts must be paid by the due date on the invoice. In the event of a breach of these terms, credit facilities will be revoked.

5.2 Late payment: If the Client does not pay fees when due, a fee will be charged on all overdue balances. If the Client disputes any part of an invoice the Client must pay the amount not in dispute by the due date or be subject to late fees. Barnstaple Work Hub also reserves the right to withhold

services (including for the avoidance of doubt, denying the Client access to its accommodation) while there are any outstanding fees and/or interest or the Client is in breach of this agreement.

5.3 Insufficient Funds: The Client will pay a fee for any returned cheque or any other declined payments due to insufficient funds.

6. Cancellation Policy

6.1 The below cancellation policy applies to Meeting Room and Training Room Hire.

In the event of a cancelled booking, the following charges will apply:

Two months before the date of the booking – 100% REFUND

One month before the date of the booking – 50% REFUND

14 days before the date of the booking – 25% REFUND

7 days before the date of the booking – NO REFUND

Please Note : 5 CONSECUTIVE DAY/OR COMPLETE WEEK BOOKINGS BY ANY INDIVIDUAL OR COMPANY - NO REFUNDS GIVEN . (DUE TO LOSS OF POTENTIAL BOOKINGS)

6.2 Any services that Barnstaple Work Hub is charged for by third parties on the Client's behalf will be charged through to the Client regardless of the above cancellation policy.

6.3 Room bookings for Five Consecutive Days will only be accepted on the terms that they are non-refundable.

7. Changes in Terms

7.1 Barnstaple reserves the right to amend these terms and conditions at any time.

8. Discounts, Promotions and Offers

8.1 If the Client benefited from a special discount, promotion or offer, Barnstaple Work Hub may discontinue that discount, promotion or offer without notice if the Client breaches these terms and conditions or becomes past due on two or more occasions.