# **Pirate Party Package: Terms and Conditions**

These Terms and Conditions are designed to ensure groups have a safe and enjoyable experience and are revised regularly. Please read carefully. You must agree to them before making your reservation and when confirming your booking by making your deposit. We reserve the right to reject reservations from groups that do not meet these Terms and Conditions. Deposits will not be refunded. The Tall Ship *Glenlee* is a historic ship and maintenance work may be required at short notice.

## **Pirate Party Prices**

- £15 per child including the pirate lunchbox
- £12 per child excluding food
- £3.50 per head for Party bags
- £2 per head for a cupcake
- £5 per head for combined party bag and cupcake
- A non-refundable deposit of £100 is payable on confirming the booking

The maximum number of children attending a party is 25 and the minimum is 15. We can accommodate parties of less than 15, but you will be charged for the minimum number.

Parties are available on Saturdays and Sundays. The morning slot runs from 10 am - 12 noon. The afternoon slot runs from 2 pm - 4 pm. During the winter months, the afternoon slot changes from 1.30 pm - 3.30 pm.

The organiser and family will be able to access the party area 15 minutes before the start of the event. This is to get settled and be ready to welcome their guests. Earlier access can be prearranged at the discretion of the ship.

If you wish to bring any decorations, please advise during the booking process. Not all decorations will be suitable for the space.

## Supervision

The party will be staffed by two members from the Tall Ship Glenlee staff, but depending on the numbers, we may require that several parents stay with the event to ensure the correct ratios are in place. Our ratio policy requires at least 1 adult for every 8 children between the ages of 5 to 16 years, and 1 adult for every 5 children under 5 years.

Due to the nature of the venue and the resulting noise levels, we are unable to accommodate more than three parents staying in the party area. Other parents are more than welcome to use the café, which is located on the same level as the party area.

# Access

If you have children with additional needs, please include this in the contact form which will allow us to see if we can meet your requirements.

In the event of an emergency, the need to evacuate the ship can arise. Some visitors might find evacuation difficult and we ask that if you will have wheelchair users or guests with additional physical requirements attending, to discuss this with the Tall Ship team before booking so personal evacuation plans can be considered. If personal evacuation plans cannot be agreed upon before a party some guests might be unable to attend.

Party families will be asked about food requirements and any allergies and the pirate lunchboxes will be adapted. If this is not possible, the party will be advised to supply their own food.

## Payment

The final balance will be calculated two weeks before the visit date. You will be charged for all guests and additional items, and an invoice will be issued by email. We are not able to refund any charges for individual guests or groups who do not arrive.

#### Cancellations

All cancellations must be in writing and emailed to <u>lauren.henning@thetallship.com</u>

Cancellations received in writing more than two weeks before the date of your party will not be invoiced. Deposits will not be refunded.

Cancellation of a party from 7 days before the date of your party will require 50% of costs to be paid. Deposits will not be refunded.

In the case where The Tall Ship *Glenlee* needs to cancel for unforeseen circumstances - for example, an unplanned closure due to severe property damage or unforeseen maintenance issues, we will refund all payments made.