

# Booking Terms and Conditions 2019-2020

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## FLAMINGO STRINGS PERFORMANCES

### 1. Booking process

To confirm and book performances, the appropriate paperwork must be filled out and sent back with Principal's signature approval. Once the booking is confirmed, any rescheduling must be made within our Terms and Conditions of Rescheduling/Cancellation

### 2. Payment of Agreed Performance fees

2.1 The School must complete the Post Performance Paperwork, which includes official student attendance numbers, payment and invoicing details, within 7 days of the performance.

2.1.1 If the time taken to provide student numbers is unreasonable and long past the due date of 7 days post performance, an invoice will be issued with the maximum performance fee will be charged (\$1800).

2.2 The invoice will then be sent by Flamingo Strings, and the school must pay the agreed amount within 28 days of the invoice being sent. A late fee of \$50 will be issued after this time and must be paid promptly.

2.3 The minimum fee for performances will be \$1000 per performance. With a rate of \$6/child, (this is a minimum of 167 students). Attendance of less than 167 students will require the payment of \$1000 minimum.

Maximum students allowed at a performance are 300, which is a fee of \$1800 per performance.

### 3. Performance Venue and Performer Conditions

3.1 The School must provide an appropriate venue that has good visibility for the students and protection from the weather (complete cover from sun, rain and wind). Please note that an outdoor undercover area in winter months may be inappropriate as the cold can make it difficult to perform.

3.2 Please have the children ready for the scheduled performance start time. If the performance starts late it may have to be cut down in time to fit in with performer's personal and/or Flamingo String's schedule.

3.3 The children may sit in the way they normally would for an assembly.

3.4 Please note that the performers may vary from any promotional material you have seen and shown the children prior.

3.5 Breaks must be provided between multiple shows at any one school. 30mins minimum, 60mins maximum. Scheduling of multiple shows at one school will be discussed in the booking process.

3.6 All performers will have valid Working With Children Checks which can be sent prior to performances or shown during sign in at the school.

## 4. Rescheduling Performances

Flamingo Strings will do their best to accommodate a reschedule if needed by the school.

- 4.1 If the booking is rescheduled prior to 29 days of the original booking date we will charge no fee.
- 4.2 If the booking is rescheduled between 15 and 28 days prior to the original booking date, a \$100 rescheduling fee is payable
- 4.3 If the booking is rescheduled within 14 days of the original booking date, a fee of 50% of the minimum fee is required (\$500)

## 5. Cancellations

5.1 Written notification of cancellation is required of any performance booking. The following fees apply:

- 5.1.1 If a booking is cancelled prior to 29 days before the performance, a \$100 fee is payable by the School.
- 5.1.2 If a booking is cancelled between 15 and 28 days prior to the performance, 50% of the minimum fee is required (\$500).
- 5.1.3 If a booking is cancelled within 14 days of the performance, 100% of the minimum fee is required (\$1000).

5.2 If Flamingo Strings need to cancel a performance for any reason, the following process applies:

- 5.2.1 If Flamingo Strings needs to cancel the performance prior to 7 days before the booking date, every effort will be made to reschedule with a date and time that suits the School
- 5.2.2 If Flamingo Strings needs to cancel the performance within 7 days of the booking date, then every effort will be made to reschedule with a date and time that suits the school and a discount of 20% will be given off the total amount charged.