

PACT FOR AUTISM TALKS SERVICE

STANDARD TERMS & CONDITIONS

Charges

1. Our invoice will be based on the information given by PACT for Autism to the *Organisation at the time of booking and will be sent to them for payment before the date of the Talk.
2. Payment is due within 14 days of the invoice date.
3. When the booking is confirmed by PACT the Organisation will be deemed to have accepted these standard terms and conditions which are also published on our website.

Increase in Charges

4. PACT for Autism reserves the right at any time, without notice, to amend the Talks Service charges. Organisations will be invoiced for the price quoted at the time of booking.

Cancellation

5. PACT for Autism reserves the right to cancel courses but will give reasonable notice (at least 7 days) to the Organisation. In the unlikely event of a cancellation within 7 days, and if both parties cannot agree a revised date, a credit note will be issued.
6. The Organisation shall have the right to cancel a confirmed booking for whatever reason. No payment is due for cancellations giving reasonable notice (more than 7 days). If cancellation is made within 7 days of the event and if both parties cannot agree a revised date, payment is due in full.

Liability

7. PACT for Autism shall not be liable for any injury (including injury resulting in death) or damage to or loss of property whatsoever which shall or may occur to or be sustained by the Organisation, his/her course delegates entering on the property in the exercise or purported exercise of the booking (except such injury or damage as may occur by reason of the neglect of PACT for Autism. The Organisation will indemnify and keep indemnified PACT for Autism and their agents from and against all claims and liability in respect of such injury or damage and all actions, proceedings, costs, damages and expenses in regard thereto and also from and against all other liability claims, demands, proceedings, costs, damages and expenses in respect of injury to persons whomsoever (including injury resulting in death) and damage to or loss of property whatsoever which may arise out of or in consequence of the exercise or purported exercise of the booking (except as aforesaid).
8. PACT for Autism Talks Service is delivered by a parent representative employed by PACT for Autism for the purposes of providing a Talks Service which is based purely on own personal experiences and perspective:
 - The term 'autism' is used to describe all of the conditions on the autism spectrum, including Asperger Syndrome.
 - PACT staff and volunteers will respect client and participant confidentiality – the use of real life examples is useful, but care should be taken that this is done in an illustrative context only, unless agreed in advance as part of the brief and subjected to the necessary safeguards.
9. The Organisation undertakes full responsibility for the conduct of their delegate(s) and for all activities undertaken by them.
10. The Organisation undertakes to pay PACT for Autism the amount of damage that may be done to any equipment/resources provided by PACT for Autism as a consequence of misconduct of their delegate(s).

Health and Safety at Work Act 1974

11. The Organisation must notify the management of PACT for Autism of:
 - Any accidents occurring whereby any of their delegate(s) or a member of the PACT team suffer any injury whatsoever.
 - Any notifiable dangerous occurrence.



- The Organisation will ensure that all PACT staff and volunteers are notified of any risk to their health and safety prior to the Talk taking place and are made aware of the Fire Safety Procedures for the venue.

Compliance

Failure to comply with the above will result in no further bookings being accepted from the Organisation and/or any associates and the forfeit of all charges paid to PACT for Autism.

* Organisation being “Schools, Business, Voluntary Organisations, Charities etc.