

EXPLANATION OF FEES AND CHARGES

BASE CHARGE

This charge is made to cover costs directly incurred by Scott Cinemas Ltd during the private hire. This includes, but is not limited to: staff costs, energy and utilities, wear and tear of projection equipment in line with manufacturer's guidelines. For feature films not playing in a cinema, this base charge may include the fee required by a film studio for us to hire the film.

ADDITIONAL GUESTS

A charge of £1 per additional guest over the 25 guests covered in the base charge

INTEGRATOR FEES

These fees are added to cover the costs applied by our integration partners for each any every show that we exhibit that is not part of our weekly film schedule. This is also known as a Virtual Print Fee (VPF). VPF costs vary depending on the time of day, and the appropriate fee will be added. Scott Cinemas Ltd does not retain this fee in any way.

Integrator Fees are as follows:

- These fees for shows up to 3 hours in length
- Mon - Thurs, non school/bank holiday, all day = **£17.00**
- Fri & Sat 08.00am - 10.59am = **£17.00**
- Fri & Sat 11.00am - 17.59pm, all day Sunday = **£34.00**
- Fri and Sat after 18.00pm, all day Sch/bank Hols = **£59.00**

NB: If a show overlaps time barriers, the higher charge is due. I.e. A show commencing at 10.00am and finishing at midday, the charge of £34.00 is applied.

An additional payment is required for shows exceeding 3 hours

SCREENING DISPLACEMENT CHARGE

This charge is made to offset the loss to Scott Cinemas Ltd by allowing a private hire to displace a regularly scheduled film screening. The fee varies depending on the day and time, and the feature film or event which is being displaced. The fee directly reflects the anticipated loss of income in relation to the feature film or event being displaced.

TECHNICAL ASSISTANCE

If a Technician is required to be in attendance (usually for specialist hires such as non-film screenings, festival and PA events), a fee of £50 will be added.

ADDITIONAL PREMIUM OR FOOD CHARGE

This charge may include: a) an additional fee for a premium timeslot, such as a Saturday evening or b) any refreshments requirements as discussed between the customer and the host. All such charges will be made clear to the customer, and agreed by both parties in advance.

TERMS & CONDITIONS

All private hire bookings have to be cleared by Scott Cinemas Ltd Head Office. If speaking to a cinema manager directly, they will confirm all bookings with HO first. For contractual reasons in relation to standard film screenings, we are under no obligation to accept all requests.

In all cases, a security deposit of £100.00 (paid by cash, cheque or credit/debit card) is required at least 7 (seven) days prior to the event. Credit & Debit card payments must be made at the cinema the hire is arranged for. Cheque payments can be sent to Scott Cinemas Ltd, Market Street, Newton Abbot, Devon, TQ12 2RB along with a copy of your confirmation form.

If the event is cancelled by the client less than 7 days beforehand, the deposit will become non-refundable and non-transferable.

The remainder of the final price must be paid before the event, up to and including the start time. This amount can only be paid by cash or credit/debit card – this is because of the clearance time required for cheque payments. If the outstanding balance is not paid prior to the start time, then the hire will not continue.

All Private Hire parties are expected to abide by our standard Terms & Conditions of Ticket Purchase. A signature will be required by the client to demonstrate compliance with this aspect.

The British Board of Film Classification rating still applies for all attendees.

For private hires aimed towards children, adequate parental or guardian supervision must be in place. For school bookings, we generally admit teachers and carers free of charge. Large parties of children under the age of 15 (fifteen) may not be left without supervision.

These Terms & Conditions are not exhaustive.

ADDITIONAL INFORMATION

INVOICES AND RECEIPTS

Receipts will be issued in-cinema for all payments of deposits and balances paid by Cash or Credit/Debit Card. For payments by Cheque, a receipt can be issued from Head Office, upon request. A breakdown of charges will be attached to all hire confirmations, and this may be used as an invoice or receipt. For a printed invoice, please discuss with the person(s) arranging the private hire.

All prices include VAT.