

THAMES CRUISES LTD

Lambeth Pier, Albert Embankment, London SE1 7SG

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PRIVATE HIRE BOOKING FORM (2019)

CLIENTS NAME..... TEL NO.....
ADDRESS..... DEPOSIT.....
..... EMAIL ADDRESS.....
DATE REQUIRED..... VESSEL.....
EMBARK PIER..... TIME..... No PASSENGERS.....
DISEMBARK PIER..... TIME..... EXTRA PIER STOP.....
SPECIAL BAR REQUIREMENTS.....
FOOD REQUIREMENTS.....
DISCO / MUSIC etc.....
ANY OTHER DETAIL.....

**This booking form must be returned, signed and accompanied by 25% of the boat hire fee as a deposit to confirm your booking.
All other amounts must be paid no later than 14 days before the date of the function.**

I have read and agree to Thames Cruises Ltd 'Private Hire Terms, Conditions and Information' printed below

CLIENTS SIGNATURE..... DATE.....

PRIVATE HIRE TERMS AND CONDITIONS

RESERVATIONS AND PAYMENTS A booking will be confirmed when we have received a completed and signed BOOKING FORM with a non-refundable deposit of 25% of the boat hire cost and have sent the client written confirmation of the booking. The balance of the cost of a function or full payment must be paid into our account no later than 10 days prior to your function otherwise we cannot guarantee to proceed with the booking. Payments can be made by debit card or by bank transfer. All card payments will attract a 2,5% Processing Charge. Cheque payment must be cleared into our account not less than 14 days prior to a function. No balance of payment can be paid by credit card. Please quote your invoice number when making a payment by bank transfer so we can identify it.

CAPTAIN'S CONTROL OF THE VESSEL During the hire the vessel will remain under complete control of the Captain and / or Crew as provided by the owners. If for weather, tidal or other reasons the Captain considers it necessary to vary the scheduled trip his decision shall be final. The Captain will endeavour to bring the vessel alongside 15 minutes before the embarkation and disembarkation time. Passengers should disembark within 15 minutes.

LIABILITY OF OWNERS The owners shall not be liable for any accident, injury, loss, damage or delay to persons embarked; or their possessions howsoever caused, during embarkation or disembarkation, whether this be by negligence of their employees or otherwise.

DAMAGE / SECURITY The Hirers are liable for any loss or damage to the vessel or equipment caused by them or persons in their party. For certain events the Company will insist on an advance damage deposit and also the compulsory use of the Company's own security personnel.

GENERAL The Company reserves the right to substitute another vessel and, if necessary for reasons beyond their control, to cancel the said party, but will not be liable for any expenses incurred by the Hirer caused by such substitution or cancellation. The Company also reserves the right to alter prices should circumstances beyond their control make this necessary. The Company also reserves the right to charge interest of 2% above Lloyds bank base rate on any outstanding debt.

COMPLAINTS Should the client have any cause for complaint, the Captain must be notified during the party and the office must be notified in writing within a 3 days of the event. Complaints cannot be properly investigated unless so notified.

CANCELLATION If a cruise is cancelled by a client for any cause, within six weeks of the date of the cruise, then the whole amount of the boat hire and other ancillary charges are payable by the client unless the company is able to re-let the date.

HIRE

- On bank holiday weekends Saturday rates apply throughout
- 7 – 11 pm rates apply ONLY to Lambeth, Embankment, Westminster and Festival Piers. All other piers are charged at the 8 pm – Midnight hire charge rate, regardless of embarkation / disembarkation times.

PIERS: EMBARKING AND DISEMBARKING

- All Piers are owned and managed by different companies: we have to book embarkation & disembarkation at a pier.
- We only make pier bookings once we have received a clients deposit.
- Some Piers have better availability than other piers.
- Boat hire includes embarkation and disembarkation pier fees at most central London piers. However, some more costly private piers – eg. Cadogan Pier, Trinity Buoy Wharf - will incur an extra fee. Please check with us at the time of booking.
- 7 – 11 pm rates apply ONLY to Lambeth, Embankment, Westminster and Festival Piers. All other piers are charged at the 8 pm – Midnight hire charge rate, regardless of embarkation / disembarkation times.
- Vessels are only allowed on a pier for a window of 15 minutes for embarkation or disembarkation, so please ensure your guests arrive in good time.
- Vessels will return to the pier 15 minutes before the official disembarkation time to allow passengers time to disembark.
- Extra embarkation or disembarkation stops @ **£40-250** each depending on the pier.

LOADING AT LAMBETH PIER PRIOR TO YOUR FUNCTION

Because we own and manage Lambeth Pier we can give our clients access to your boat up to 1.5 hours prior to the start of your function, for no extra cost. Any additional preparation time may be charged at £60 per hour.

... this will allow you to prepare the boat for your function before your guests arrive. Or if you're providing your own catering / DJ etc, you can load this gear onto the boat in advance.

- However, please note that at the end of the evening you MUST offload all your gear at the pier your guests disembark at. You cannot return to Lambeth Pier to do this.

BAR INFORMATION

Full bar facilities are available on board. Please see our 'BAR PRICE LIST'.

Boat hire fees include bar staff to serve from the bar.

BUYING DRINKS ON BOARD

:Please note that we can only accept CASH PAYMENT for drinks at our onboard bars****

...we cannot accept card payment...

PLEASE NOTE THAT CLIENTS ARE NOT ALLOWED TO BRING ANY DRINK ON BOARD including soft drinks and water

With the exception of corkage charged on wines and champagne which must be agreed with the office in writing and paid in advance – see 'Corkage Charges' below
IF UNAUTHORISED DRINKS ARE BROUGHT ON BOARD, THE FUNCTION WILL BE TERMINATED

ACCOUNT BARS: ALL ACCOUNT BARS MUST BE REQUESTED IN WRITING and a **£20.00** per head deposit be paid in advance. This deposit will be charged on your boat hire invoice. The bar staff will provide you with a vat invoice no board for the actual amount spent and any unused bar deposit will be refunded at a later date.

As our client, you can choose to work your Account Bar a variety of ways including for example...

- a) Your guests pay for their own drinks with cash
 - b) You pay for all the drinks your guests drink (advance deposit required)
 - c) You only pay for your guests wine /beer/soft drinks, they pay for all other drinks (advance deposit required)
 - d) You put a fixed amount of money behind the bar for your guests. Once this is spent guests buy their own drinks
- ... it's completely up to you...

EXTRA STAFF TO CIRCULATE DRINKS **£70.00** (inc VAT) per staff for up to 4 hours

This service must be requested prior to the function.

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CORKAGE FOR PRIVATE HIRE

Corkage charges must be paid in advance. Clients can bring their own wine, sparkling wine, champagne on board, but only if a corkage charge is applied and charged for in advance, through our office. Clients will be refunded for any wine not consumed, after the function. For the corkage charge we supply glasses, ice, etc & our staff will serve drinks from the bar

Corkage Charges: Wine **£7.00** per bottle | Sparkling wine **£8.00** per bottle | Champagne **£12.00** per bottle.

Delivery your wine: If a client has arranged to provide their own wine / sparkling wine / champagne, it is their responsibility to ensure this is delivered into the office on Lambeth pier. We cannot take delivery of boxes of wine etc at the top of the embankment. Please ensure you make the necessary arrangements to ensure it is carried down the brow (walkway) onto our pier and into our office.

MUSIC

Noise levels from discotheques are governed by noise limiters & are under the Captain's control at all times.

DISCO / DJ HIRE FOR 4 X HOURS

MON-THURS £265 (inc. VAT) - EACH EXTRA HOUR **£65** (inc. VAT)

FRI-SUN £290 (inc. VAT) - EACH EXTRA HOUR **£70** (inc. VAT)

CLIENTS OWN MUSIC Clients bringing their own musical equipment on board for a surcharge of **£70** (inc VAT) are responsible for getting it on and off the vessel. Equipment will be disembarked at the same pier as the passengers. The time allowed – max. 15 mins

FOOD

Clients are allowed to arrange their own food on board for a set fee **£75-£200 fee** depending on which boat but are expected to clear-up and put all waste and rubbish into the plastic sacks we provide. We will dispose of the sacks. Catering equipment will be disembarked at the same pier as the passengers and the time allowed for this is a maximum of 30 minutes.

Preparation. Any free time given to clients for preparations on the vessel is arranged in good faith, at our discretion, but we cannot accept responsibility if this time is reduced or cancelled due to unforeseen circumstances on the day.

DAMAGE/LOSS/SECURITY

All vessels fully comply with Maritime Coast Guard Agency, Safety and Insurance regulations

DAMAGE: The hirers are liable for any loss or damage to the vessel or equipment that is caused by a member of their party. Clients can inspect the vessel with the Captain, prior to embarkation, and to note any damage. They can then re-inspect the vessel with the Captain at the end of the party, when the Captain has completed the disembarkation of all the passengers.

The Company will not be liable for any loss damage or delay to any persons or their possessions whilst embarking or disembarking from the vessel or during the cruise which may arise from or be in any way connected with any act, omission or negligence of any person employed by the Company.

SECURITY PERSONNEL: For certain events for which a charge will be made, Thames Cruises will insist on an advance damage deposit and/or the use of the Company's own security staff.

SAFETY: For your own safety and the safety of others you must follow instructions given by our crew when on board our vessel's.

- Smoking is permitted on designated outside deck areas only.

- The crew may refuse to carry any passengers, or direct any passengers to disembark, where the behaviour of that passenger is liable to cause nuisance or offence to the other passengers or put at risk the safety of the passenger or other passengers, crew or vessel. Any person perceived to be under the influence of alcohol or drugs will be refused entry to the vessel. We have a zero tolerance drugs policy.

To reduce the danger of slips, trips and falls, drinks should not be taken onto the dance floors.

PERSONAL BELONGINGS Cloakroom facilities on board are not manned so items left are at the risk of the owner. We cannot accept responsibility for any personal belongings brought on board. If you bring any such items on board they remain your responsibility at all times. You may not take on board hazardous or flammable substances. We reserve the right to restrict the carriage of any luggage and to refuse permission to take any item on to vessels. Any lost property found onboard will be kept at our Lambeth Pier

VIEWING BOATS BEFORE BOOKING

We always recommend our clients view the boat prior to booking. Boats are available to view at our Lambeth Pier base, Monday – Friday between 10 am and 5.30 pm. Just phone our office to make an appointment.