# Booking Terms & Conditions

## 1. Security Deposit (€100)

- A €100 security deposit is required for every booking.
- The deposit will be fully refunded once the Audio Booth and/or Video Booth is returned in the same condition as received.
- Any damage, missing items, or technical issues caused by incorrect use will be deducted from the deposit.

# 2. Booking Deposit (€50)

- A reservation is only officially confirmed once a €50 booking deposit has been paid.
- This deposit will be deducted from the total booking amount.
- The booking deposit is non-refundable, unless Mémoire cancels the booking.

#### 3. Damage or Loss

- The client is responsible for any damage, loss, or theft of the equipment during the rental period.
- If the cost of repair or replacement exceeds the security deposit, additional charges will apply.
- A visual inspection takes place before and after each booking.

### 4. Use & Safety Instructions

- The booth must be used according to the provided instructions.
- The client agrees to place and operate the booth in a safe, stable, and dry area.
- The booth may not be exposed to rain, high humidity, extreme heat, unstable surfaces, or environments where it may fall or be damaged.
- The booth may not be moved to another location without prior agreement.

#### 5. Cancellation Policy

- Cancellation more than 14 days before the event: only the €50 booking deposit is retained.
- Cancellation within 14 days of the event: 50% of the full amount will be charged.
- Cancellation 48 hours or less before the event: the full amount will be charged.
- If Mémoire cancels due to illness, technical issues, or unforeseen circumstances, the booking deposit will be fully refunded.

# 6. Payment Terms

- The remaining balance must be paid no later than 1 day before the event.
- If payment is not completed, the booth will not be provided.

#### 7. Liability

- Mémoire is not liable for technical issues caused by improper handling, incorrect power supply, or failure to follow instructions.
- The client is responsible for any damage caused by guests, children, or unsafe use.

#### 8. Privacy & Content Ownership

- All audio and video recordings are the property of the client.
- Mémoire will only use any content for promotional purposes with the client's explicit permission.

# 9. Booking Deposit for Photography & Videography

- The €50 booking deposit also applies to all photography and videography services offered by Mémoire.
- The same non-refundable and confirmation conditions apply.

