



# TERMS AND CONDITIONS

## Best Practice

All advice will be given to the best of my knowledge and ability. The client is not obliged to take this advice, and I am not liable or responsible for any decisions taken during or after this process. I will help with light cleaning where necessary, in the areas that I am specifically working in but I do not lift heavy goods.

## Handling of Goods

TOC will always handle the client's belongings with great care. However, in spite of this, accidents do sometimes happen. TOC shall not be held liable for damage or losses so I ask that you have current insurance policies in place to compensate you should there be any unforeseen breakages.

## Removal of Items

Items removed from your home must be at the client's discretion and you (the client) will accept full responsibility at all times for such decisions.

## Personal Safety

Ahead of the booking, you (the client) will agree to let me know any information about the job or my working environment that may put me at risk or harm to my health.

## Recommended Outside Suppliers and Services

I may recommend the services of other service providers. I will not accept any responsibility for their performance nor liability for any fees payable for their services or for any loss or damage that they may cause.

## Hours of Work

My fees are £250 for a full day session which is 6 hours long or £125 for a half day session which is 3 hours long. I will ask ahead of most bookings if parking is available as I will drive to you if I can.

## Food & Drink

I will bring my own food and drink to each booking. Please notify me ahead of the session if you have any allergies or dietary restrictions.

## Cancellation Policy

A £100 deposit will be requested for every new client. Both parties have the right to cancel due to unforeseen circumstances. If the session is cancelled with less than 48 hours notice and the date is not rescheduled, the deposit will become non-refundable.

## Confidentiality

All work will be undertaken with strict confidentiality and no information will be passed onto a third party without your permission. Before and after images may be taken with your consent which will be used as a marketing tool either on my Instagram or The Organised Curator's website.

## Payment

Payment to be made once the work has been completed, on the same day. Payments will be made by BACS using the bank details provided or by cash. I am able to provide an invoice on request.

-----  
Client's Name

-----  
Client's Signature

-----  
Date

Terms & Conditions  
agreed by Client.