



Simon Mee
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Terms and Conditions

A deposit of at least 25% of the full cost, for each booking, or 100% if less than 30 days before the course payable to Simon Mee in advance. This deposit is strictly non refundable. No activity shall be considered booked until the deposit has been paid. Therefore, to secure your booking dates the deposit must be paid promptly.

The remainder of the fee must be paid at least 30 days before the start of the course.

Cheques are to be made payable to Simon Mee.

Short Notice Bookings (30 days or less)

If bookings are made at short notice (30 days or less), payment must be made in full and in advance. The time limit for payment for short notice bookings will be set subject to agreement. If the payment is not received, in full, the activity will not go ahead.

Cancellations

Any person or persons who wish to cancel their booking must do so with at least two weeks notice before the date of the first day of the booked activity. Such intention to cancel must be communicated directly to a representative of Simon Mee and confirmed in writing (email).

If such notice is not provided the person or persons who made the booking will still be liable to pay the full amount of the trip.

If an intention to cancel has been communicated with more than two weeks notice the deposit will be retained and the activity or activities can be rescheduled for a mutually agreeable time for both of the parties.

Group Bookings

The number of participants in any group session must be confirmed in advance. Any alterations to the number of participants must be communicated to Simon Mee with at least two weeks notice. In the event that a booking has been made for an agreed number of participants and less than this number attend the session, the invoice amount for the agreed number will be payable in full.

Cancellation Unforeseen Circumstances

In the unlikely event cancellation is required due to adverse weather conditions or any other unforeseen circumstances an alternative date shall be made for the activity to go ahead at a mutually agreeable time. In the event of cancellation

Simon Mee will not be liable for any costs incurred by any participants, such as travel or accommodation.

CANCELLATION BY CLIENT

- All cancellations must be made in writing.
- Simon Mee once notified by letter or Email transmission of the cancellation would use his best endeavors to re-sell the course place(s).
- In the event that the course is resold prior to the commencement of the course, the client will receive a full refund less 10% of the course fee to cover administration costs.
- Refunds will only be made after the start date of the course has commenced.
- I will always endeavor to resell courses when ever possible
- In the event that the course is not resold prior to the commencement of the course, the client will be charged the following cancellation fees:

Date of cancellation Charge Incurred

Cancellation more than 30 days prior to the start of the course	Loss of deposit
Cancellation between 14-28 days prior to the start of the course	50% of total course cost
Cancellation less than 14 days prior to the start of the course	100% total course cost

Additional Costs

Use of private facilities & additional hire or access will be passed on at cost unless agreed with course leader e.g. Launch fees, Climbing walls, Canoe hire, Cycle hire, Mini bus hire etc.

Courses, which require more detailed planning, will be quoted for on an individual basis.