

TERMS AND CONDITIONS

1. GENERAL

INSIGHT LIGHTING means the company INSIGHT LIGHTING.

The CUSTOMER means the customer or hirer of EQUIPMENT/SERVICES from INSIGHT LIGHTING named in the contract.

The CLIENT means the Client who requires services from INSIGHT LIGHTING named in the contract.

CONTRACT means a contract for hire and/or services concluded by the acceptance of an order.

EQUIPMENT means some or all of the EQUIPMENT described in itemised orders or invoices.

HIRE CHARGE means the charge payable to INSIGHT LIGHTING for the HIRE PERIOD as described in the CONTRACT.

HIRE PERIOD means the period starting on the date the goods/services are despatched from INSIGHT LIGHTING and ending on the date when the EQUIPMENT is returned to INSIGHT LIGHTING.

SERVICES means any services carried out by INSIGHT LIGHTING described in the contract.

2. FEES

The CONCEPT FEE also referred to as the DESIGN FEE means the fee payable to INSIGHT LIGHTING for the research and creative work undertaken by the INSIGHT LIGHTING to deliver a lighting concept devised on the brief discussed with the client.

The CONTRACT PERIOD is the period described in the CONTRACT during which the services of INSIGHT LIGHTING are required as agreed in the CONTRACT.

DESIGN TIME is the period of time required to order, buy and install all equipment arrange and manage subcontractors, or any other activities essential to the successful realization of the lighting scheme subject to the DESIGN TIME FEE.

INSIGHT LIGHTING retains full rights of use, reproduction and resale over any original artwork or design produced by them. No such rights are given or implied under these terms and conditions.

INSIGHT LIGHTING maintains the rights to any design included in their quotes and proposals these proposals and quotes are for the sole use of the CUSTOMER named on the quote / proposal and any misappropriation of such designs will incur a DESIGN FEE at INSIGHT LIGHTING'S current set rate.

These categories are for reference only and shall not affect the interpretation of these terms and conditions.

3. ORDERS

INSIGHT LIGHTING shall only accept an ORDER in writing dated and addressed by the CUSTOMER quoting the job description or reference to specific quotes given by INSIGHT LIGHTING.

Written acceptance of the CUSTOMERS order shall constitute the CONTRACT which shall be subject to these conditions which shall not be affected by any other documentation or conditions in the CUSTOMERS order.

INSIGHT LIGHTING reserves the right to charge a figure different to figures mentioned in the QUOTES or CONTRACTS where subsequent alterations to the EQUIPMENT or SERVICES either verbally or in writing have been made and agreed by the CUSTOMER or where any agreed 'additional unavoidable expenses' have been incurred in the carrying out of the contract.

4. HIRE OF EQUIPMENT

HIRE PACKAGES
SLIDE PROJECTION
CINE PROJECTION
VIDEO PROJECTION
SCREENS
LOGO & EFFECTS
LIGHTING
LIGHTING EFFECTS & DISCO
STANDS & RIGGING
CABLING AND DISTRIBUTION
SERVICES

TERMS & CONDITIONS

Our in house slide, film and video production facilities enable us produce material to order.

We have an extensive slide and video library which is constantly being updated.

If you're interested in a quote or would like to talk to us about your project please email us at info@insightlighting.co.uk or call 0208 533 7644.

4.1 INSIGHT LIGHTING hereby hires the EQUIPMENT to the CUSTOMER/HIRER for the HIRE PERIOD at the HIRE CHARGE. 4.2 All HIRE CHARGES shall be calculated by multiplying the quantity by the UNIT CHARGE by the daily, weekly or monthly RATE as appropriate. All hire charges are net and shall be increased to include vat at the current rate.

4.3 All hires may be subject to a deposit which is refundable upon satisfactory completion of the CONTRACT.

4.4 THE CUSTOMER may also be required to produce two or more proofs of identification and address before any EQUIPMENT can be despatched.

4.5 INSIGHT LIGHTING reserves the right to supply goods of a similar description to the equipment described.

4.6 All descriptions, specifications, weights and dimensions of and particulars of equipment supplied by INSIGHT LIGHTING are approximate only, and are intended only to present a general idea of the goods described and shall not form part of the contract.

4.7 INSIGHT LIGHTING reserves the right to update or change these specifications without notice.

4.8 The equipment remains at all times the sole property of INSIGHT LIGHTING who reserve the right to inspect or remove the EQUIPMENT at any time during the contract at their discretion.

4.9 The equipment must at no time be removed from the location described in the contract without prior notification and the consent of INSIGHT LIGHTING.

4.10 Where required the CUSTOMER shall ensure the equipment is installed and used by competent and qualified personnel, ensure proper wiring and rigging standards are observed and regularly checked whilst in their care.

4.11 The CUSTOMER shall ensure at his own expense that the EQUIPMENT is inspected and maintained in good repair, condition and working order and is returned in such, excepting reasonable wear that might be expected through normal use.

4.12 The CUSTOMER shall return all replaced or faulty lamps to INSIGHT LIGHTING or pay the full replacement cost of such lamps.

4.13 A charge equivalent to the full replacement value and/or full cost of repair including replacement parts and labour will be made by INSIGHT LIGHTING to the hirer in respect of any EQUIPMENT lost or damaged whilst in the custody of the hirer and the hirer will pay said charge to INSIGHT LIGHTING within 7 days of demand. In addition INSIGHT LIGHTING reserves the right to charge an additional hire charge for any period during which damaged EQUIPMENT is repaired or until the full replacement value has been paid to INSIGHT LIGHTING.

5. FINANCIAL CONDITIONS

5.1 All charges are net and shall be increased to include vat at the current rate. Invoices are payable in full within 30 days unless otherwise agreed in writing with INSIGHT LIGHTING. Invoices will be submitted within two working days of work being carried out.

5.2 Charges run from the day of despatch until the day of return on a period of 1 day / 24 hrs or multiples thereof irrespective of whether the goods are in use or not.

5.3 The CUSTOMER shall pay INSIGHT LIGHTING any carriage and packing charges where appropriate.

5.4 INSIGHT LIGHTING reserves the right to charge a figure different to figures mentioned in the quotes or contracts where subsequent alterations to the EQUIPMENT or SERVICES either verbally or in writing have been made by the CUSTOMER or where any additional unavoidable expenses have been incurred in the carrying out of the contract.

5.5 The CUSTOMER may be asked pay a minimum deposit of 50% of the charge on all orders exceeding £500 in value.

5.6 In the case of international deliveries , THE CUSTOMER will meet the cost of any localised taxes and currency transfer charges at their own expense in excess of the amount stated in the invoice.

5.7 INSIGHT LIGHTING reserves the right to charge the customer interest at a rate at least 5% above the current rate of London clearing banks on all overdue invoices such interest being calculated from a date 14 days after the invoice date unless otherwise agreed in writing. The Customer will meet any expenses incurred by INSIGHT LIGHTING in reclaiming any such

overdue amount.

6. SERVICES

6.1 INSIGHT LIGHTING undertake to perform the work described in the contract within the budget agreed within the time allotted to the best of their ability. INSIGHT LIGHTING does not accept responsibility for any failure or delay due to circumstances beyond their control.

6.2 Where necessary the CUSTOMER will provide any EQUIPMENT or items, such as suitable electrical supply, access equipment, fixing points, accommodation, catering, transport etc necessary for the execution of the contract where specified in the REQUIREMENTS, where these have not been included in the QUOTES.

6.3 The CUSTOMER shall ensure the safety, load capacity and current of any electrical supply provided for the use of INSIGHT LIGHTING and be fully liable for any damage to persons or EQUIPMENT affected by a fault or overload in such supply. 6.4 The electrical requirements of INSIGHT LIGHTING 's EQUIPMENT are available on request.

7. PRODUCTION AND DESIGN

Unless otherwise agreed in writing, any goods or services that constitute an expense to INSIGHT LIGHTING including the generation of specific imagery, slides ,media ,consumables or other additional EQUIPMENT must be paid for in full upon delivery. In the case of cheques no goods or EQUIPMENT will be despatched until the cheques have cleared. Unless otherwise agreed in writing ,all production costs which constitute an expense to INSIGHT LIGHTING shall be payable in advance where specified or become due immediately upon delivery to the customer at the charge described in the contract.

INSIGHT LIGHTING maintains the rights to any design included in their quotes and proposals. these proposals and quotes are for the sole use of the customer named on the quote / proposal and any misappropriation of such designs will incur a DESIGN FEE at INSIGHT LIGHTING 's current set rate.

The CUSTOMER takes full responsibility for any rights or copyright that may be pending upon any artwork or material, photographic, digital or otherwise, provided for the use or manipulation of INSIGHT LIGHTING, who hereby accept no liability ensuing from the use of such artwork or material provided by the CUSTOMER.

INSIGHT LIGHTING retains full rights of use, reproduction and resale over any original artwork or design produced by them. No such rights are given or implied under these terms and conditions.

Any artwork or materials provided by the CUSTOMER for the use of INSIGHT LIGHTING must be collected within 3 months. INSIGHT LIGHTING retain the right to dispose of any items after this period unless otherwise arranged in advance.

8. DELIVERY

INSIGHT LIGHTING shall not be liable for any delay to a delivery due to circumstances beyond its control.

INSIGHT LIGHTING shall employ the services of a recognised CARRIER wherever necessary the cost of which shall be met by the CUSTOMER unless otherwise agreed in the contract.

The CUSTOMER shall inspect the goods on delivery/despatch to ensure the EQUIPMENT is present and in reasonable working order, and bring any discrepancy to the notice of INSIGHT LIGHTING in writing before intended use.

Once delivered the CUSTOMER shall be liable for the full cost of replacement of any item of the EQUIPMENT damaged or missing upon return how ever such damage / loss is caused.

9. MEETINGS

INSIGHT LIGHTING reserve the right to charge an additional fee for the attendance of meetings where these are not included in the DESIGN TIME FEE.

10. OPENING TIMES

INSIGHT LIGHTING are available between 9.30am and 5.30pm Monday to Friday.

These times are approximate and may be verified by calling 0207 226 1078 during office hours.

11. DELIVERIES AND COLLECTIONS

Busy times and Holiday period If you require the services of INSIGHT LIGHTING during December, January or August, we may be out of the office or closed .

Please book early to avoid disappointment.