



Photography Booking Form Terms & Conditions

Thank you for choosing Old Petrie Town as the venue for your next photography session.

To secure your booking please complete our Photography Booking Form, sign the Terms and Conditions, an invoice will be sent to you once completion of documentation.

Please return the form via email - info.opt@ymcabrisbane.org, via post, or in person.

Contact and Event Details:

Photographer's Name:		
Client's Name:		
Phone:		
Email:		
Date shoot:	Approx. number of guests:	Start Time:
Photography location/s: <input type="checkbox"/> Heritage Hotel <input type="checkbox"/> Main Street <input type="checkbox"/> Village Green <input type="checkbox"/> Church <input type="checkbox"/> Fig trees <input type="checkbox"/> Train Station <input type="checkbox"/> Other: _____		
Photography pass required (<i>gst inclusive</i>): <input type="checkbox"/> Day - \$55 <input type="checkbox"/> 6 month - \$275 <input type="checkbox"/> Annual - \$495 <input type="checkbox"/> Group Bookings (Photography Clubs ect) \$110		

Payment Options:

In Person

- By cash or EFTPOS

Direct Deposit - please use '**OPT**' followed by your invoice number located on the top right hand corner of your invoice as the reference and email or call to let us know that you have made a payment.

Account Name: YMCA of Brisbane

BSB: 064 003

Account No: 10072432

Reference: 'OPT' and invoice number

Please forward remittance to info.OPT@ymcabrisbane.org



Photography Booking Terms & Conditions

To confirm your booking please carefully read, sign and return the Terms and Conditions along with payment.

For the purpose of these terms and conditions, the abbreviation OPT means Old Petrie Town.

Confirmation of your booking is required in writing, together with a deposit and signed copy of the “Terms and Conditions” document, otherwise all reserved spaces will be released and the booking cancelled.

Venue Hire: no one area is booked out solely to any person unless organised prior. Exclusive use will incur a higher fee.

Payment Schedule A non-refundable payment is required to secure the booking along with a completed and signed copy of the ‘Booking Form’ and ‘Terms and Conditions’. Failure to provide payment/s will result in cancellation of your shoot. We accept the following forms of payment: Invoice, Cash, EFTPOS, Bank Transfer, Bank Cheque.

Cancellations: In the event of a photography session cancelling the following terms are applicable and at the sole discretion of OPT. Notification of cancellation must be received in writing. **Postponements** are available when the weather is not suitable for photography. Please contact the office as soon as possible to notify of you postponement.

Other Functions: OPT reserves the right to book other functions, including weddings, in an adjoining area, space or room. Additionally OPT reserves the right to book other events, festivals and expos within the park. At the time of booking you will be notified of any functions events ect. There is no guarantee your booking will be the only session on site at any one time.

Fig Tree Grove: At no time is any person or photographer permitted in the garden area or on/in/around the base of the root system of the Fig Trees. No climbing in or on the trees is permitted. No props or furniture is to be used in the gardens on/in/around the Fig Tree root system. All clients are to remain on the pathways provided. OPT reserves the right to terminate any session if we believe there is any risk to the grounds.

External Suppliers: Where goods or services are supplied from an external supplier, additional terms and conditions may apply. These may include additional deposits, earlier confirmation or cancellation fees. You are responsible for any fees that may apply in relation to the supplier’s terms and conditions. OPT acts as an agent only for external suppliers, such as photographers, decorators and any additional suppliers, therefore the suppliers hold all responsibility for their services. External suppliers must liaise with the venue in all matters of delivery, setup and breakdown and are obliged to work in accordance with applicable legislation.

Décor and Theming CONFETTI, RICE, SMALL TABLE SCATTERS AND GLITTER ARE NOT PERMITTED TO BE USED IN ANY LOCATION. OPT reserves the right to limit or remove any signage. Pyrotechnics cannot be operated without prior authority from OPT. Any use of the above products will result in an additional cleaning or repair charge. OPT will not be held liable for any damage to décor provided by you or an external contractor.

Bridal Photography: Bridal parties who have booked their ceremony and/or their receptions with the venue take priority over all other photography sessions. You will be notified at the time of booking of any areas where you will not have access to and the times this will be in place for.



Photography Booking Terms & Conditions

Risk, Loss and Damage

- OPT shall not be held liable for interruptions of services (water, electricity, sanitation services).
- Whilst every precaution will be taken to ensure the safeguarding of your belongings, OPT will not be liable for loss or damage to any property whatsoever. We recommend that all personal and valuable property be kept on your person.
- Should you or your suppliers damage the buildings, surrounding gardens, during the set-up or break down operations of the shoot, you will be held responsible and charged reparation costs accordingly.

Miscellaneous

- OPT, its employees or any person employed on site, will not be held liable for any loss or injury to persons due to negligence or any other cause whatsoever.
- OPT reserves the right to refurbish and upgrade the venue and grounds from time to time.
- OPT reserves the right to update, revegetate and close the garden area of the park and the surrounding areas.
- OPT reserves the right to cancel any booking forthwith and without liability on its part in the event of any damage to, or destruction of the venue by fire, shortage of labour, strikes, industrial unrest, or any other cause beyond the control of OPT, which shall prevent it from performing its obligations. All changes and cancellations to previous agreements must be confirmed in writing to OPT.
- Litter and any rubbish must be placed in the bins provided for your convenience. Additional fees may be charged if you do not clean up and remove any items/rubbish you bring into/or the venue/park.
- Smoking is not permitted in the buildings, but is allowed in our designated outdoor smoking area (DOSAs).

Declaration Statement

I, have read and agree to the full Terms and Conditions of Old Petrie Town.

I acknowledge that this is a legal and binding contract and any breach of this agreement may result in the possible termination of any arrangement, bookings, or payments I have made with/to Old Petrie Town.

Old Petrie Town also reserves the right to take legal action necessary if this accord is broken and termination arrangements/agreements are insufficient and/or unsatisfactory.

Client / Photographer's Signature:

Date:

OLD PETRIE TOWN

Managed by the YMCA

901 Dayboro Rd

Whiteside, QLD 4503

T: 07 3285 5934

E: info.OPT@ymcabrisbane.org

W: www.oldpetrietown.com

