



Izani Corporate / Government Premium VIP Lounge Experience

BOOKING FORM

Izani Lounge thanks you for showing interest in the Premium VIP Experience at our Izani Lounge in the upcoming event. Kindly complete the form below with the number of guests attending and your company/department/personal details.

HOSPITALITY PACKAGES

Event Attending	
Package Selected	
Number of Tickets	

COMPANY BOOKING FORM

Company/Client Name	
Postal Address	
Physical Address	
VAT Number (if applicable)	
Purchase Order	
Purchase Order Number	
Name of Authorized Signatory	
Direct Telephone Number	
Cellphone Number	
Email Address	

CLIENT BOOKING FORM

Contact Name	
Telephone Number	
Cellphone Number	
Email Address	



Please ensure that you have read the terms and conditions and initialed each page of the booking form prior to faxing the form to **Izani Media** 086 520 4540 or **email to** vip@izani.co.za.

Payment Details:

Izani Media - FNB Benmore Gardens – Cheque Account – 6221 396 1908
Branch code 250 655,
Ref Full Name

Upon signing this document, the client accepts liability for full payment.

Date

Print Name

Signature



TERMS AND CONDITIONS FOR THE PURCHASE OF IZANI LOUNGE VIP PREMIUM PACKAGES FOR THE EVENT

Thank you for making a booking with Izani Lounge for the upcoming event. Please sign and return a copy of this booking form as acceptance of the following terms and conditions:

A booking shall be concluded as set out herein when the purchaser (the Client) has submitted a booking form with their booking requirements in writing to Izani Media (Pty) Ltd (the Company) on the form provided and the Company has subsequently accepted such a booking. This booking will only be valid if signed by the Client's duly designated representative. No Third Parties will be allowed to sign this booking form on behalf of the Client without the expressed permission of the Client, which is to be provided in writing. In the event where a Client chooses to be represented by a third party, the Client shall ensure that such third parties comply with these Terms and Conditions. The Client agrees to bear the full and final responsibility of this booking and agrees to be bound in full by the terms and conditions set out below.

1. PAYMENT POLICY

The Client agrees to pay to the Company 100% of the total cost of the hospitality package booked, within 14 days of the booking form being received by the Company. In the event that the amount outstanding is not paid within the stated time, the Client will forfeit their booking and the Company will make no refund. All payments are to be made in South African Rand.

2. CANCELLATION POLICY

A cancellation of the booking will only be accepted if made in writing by the Client or the Client's duly authorized representative (the Third Party). In the event that the Client wishes to cancel the booking, the Company reserves the right to charge:

- 25% cancellation fee of the total hospitality package cost if cancelled within 21 days prior to the event.
- 50% cancellation fee of the total hospitality package cost if cancelled within 14 days prior to the event.
- 100% cancellation fee of the total hospitality package cost if cancelled within 7 days or less prior to the event. The final number of guests (with a 5% variance of the original number) must be confirmed 4 (four) weeks prior to the event. A full cancellation fee will apply to any decrease in guest numbers thereafter.

3. The Client or any Third Party acting on their behalf will not on-sell hospitality tickets acquired/booked from the Company. Any parties found guilty of this offence, will forfeit their booking and/or any monies paid to the Company.

4. The Client is obliged to use the services of the official event caterers, bar and infrastructure companies appointed by the Company. The Company reserves the right to object to the employment of any Third Party and/or suppliers by the Client for services other than those indicated above.

5. The Client will ensure that all Client staff, including but not limited to hostesses, organisers who will be at the Venue for the full event day, etc. are to be included in the final guest list numbers. Additional staff will be charged for at the full package price.

6. The Client acknowledges that neither it, nor any Third Party acting on its behalf can enter into potential sponsorship or commercial partnerships with the venue.



TERMS AND CONDITIONS FOR THE PURCHASE OF IZANI LOUNGE VIP PREMIUM PACKAGES FOR THE EVENT

7. Clients and their guests must be aware of the following:

- Smoking is prohibited inside the venue.
- To adhere to health and safety regulations, all beverages served in glass can only be consumed in the venue. Guests cannot leave the Venue with any glasses.
- The Client and guests must adhere to all laws, bylaws and health and safety regulations of the City of the event.

8. INDEMNITY CLAUSE

- The Company shall not be liable for any loss, death, injury or damage howsoever caused to any person or property, except where such loss, death, injury or damage as a direct result of the negligence of the Company.
- The Client indemnifies and holds harmless the Company against all claims, demands or causes of action, including damages and legal fees and expenses arising out of the purchase and use of hospitality package. The Client also indemnifies the Company against any claim based on the conduct of the Client, its invitees and employees.
- Should the event be cancelled or postponed for any reason, including but not limited to national emergency, outbreak of war, acts of terrorism, strikes, prohibitive government regulations or inclement weather conditions or any other cause beyond the reasonable control of the Company, there shall be no refund on monies already paid.
- These Terms and Conditions set out the entire agreement between the parties and supersede any prior proposal, agreement or understanding, whether written or oral.
- Neither party shall have any remedy arising from any representation, undertaking or warranty not included in these terms and conditions.
- Under no circumstances shall the Client's standard terms and conditions be applicable (i.e. function sheets, service agreements, etc.)

9. SAFETY AND SECURITY

The Client or the Third Party acting on their behalf is required to comply with all existing safety and security legislation, which is enforced at the Venue.

Authorized Signatory

Print Name

Company

Date