

TERMS OF EMPLOYMENT CONTRACT

This Form sets out the terms and conditions of the contract between you and The Event Crew Ltd. ("the company") for all work entered in to between you and The Event Crew Ltd.

- 1) The rate of pay for each assignment is detailed on each booking sheet for each respective assignment, subject to satisfactory completion of the assignment.
- 2) You are to provide your services in accordance with the terms on each booking form which constitutes a contract for service between you and the Company in respect of the assignment. Failure for any reason to complete the full assignment of work to the hours specified, or any misrepresentation as to your skills and/or qualifications, may result in a reduction of fees and, in the event of a serious breach, may (at the option of the company) render the contract null and void.
- 3) In no circumstances should the contract be passed on to any other person without the prior written consent of the company. Should you be unable, through sickness or injury, to undertake the Assignment, the company must be informed IMMEDIATELY via telephone numbers 07823 882403 or 07966 032427 (available 24 hours a day).
 - a. You are obliged by law to pay National Insurance and Income Tax Deductions. A completed P46 is required from every member of staff. Similarly, you should ensure that you carry your own liability insurance in respect of the provision of your services to us and our Clients. The Company will not be liable for;
 - (a) any loss or damage to any property, Or
 - (b) any losses, liabilities, claims and costs in respect of any injury to, or the death or, any person arising as a result of any act or negligence of any personnel provided by the company, Or
 - (c) the dishonesty of any personnel employed by the Company whilst performing their duties.
- 5) Whilst on assignments, you should at all times avoid putting yourself in any situation which may give rise to a risk to your or others health, safety or security.
- 6) Fees are paid, unless otherwise agreed, once payment has been received from the Client by the Company providing the following has been verified:
 - (a) Our Client has confirmed that you have attended for the full specified period and that you have provided a satisfactory service, and
 - (b) You have returned any uniforms, badges, surplus vouchers or promotion material issues to you in connection with the assignment.
- 7) In the event of cancellation by the Company's Client, the booking will be cancelled and no fees will be payable unless the cancellation is confirmed less than 24 hours by the Client before the booking was to commence, in which case a cancellation fee will be payable at the discretion of the Company.
- 8) A fine of 50% of your agreed fee shall be imposed or deducted from monies outstanding to you from the Company if:
 - (a) you cancel a booking, previously accepted and confirmed by yourself, within 48 hours of the commencement of booking, or
 - (b) Fail to turn up for an assignment without giving required notice of 48 hours.
- 9) Once you have been booked to work for any Client, it is strictly prohibited to, at any time, work directly for that client or any associated companies within a two year period from the last date of assignment with that client.
- 10) No mobile phones are to be used whilst you are working and must be switched off during working hours.
- 11) No eating, chewing or drinking whilst working except in designated areas whilst on an official break.
- 12) The consumption of alcohol is strictly forbidden whilst working on an assignment for the Company and smoking will not be tolerated in any uniforms.
- 13) You hereby agree to your details being held on a secure database for internal company purposes only and that any photos you supply may from time to time be used for The Event Crew Ltd marketing purposes.