



Harfield Village, Kenilworth, Cape Town, 7708

## Mabel M Florals Designs Contract

Thank you for choosing Mabel M Florals to be your preferred supplier, we look forward to assisting making your wedding day preparations the most memorable experience for you.

### BOOKING FEES

A 50% deposit is required to secure your date along with a signed copy of these terms & conditions within 5 working days. The 50% deposit will be based on the total of the detailed package breakdown cost forwarded and approved by the client for commencement of services.

Balance can be made in monthly instalments and is payable FOUR weeks in advance of the function (taking into account any quote adjustments since the deposit was paid).

Please note that we do not purchase any flowers until we have been paid in full, which may result in flowers that are not in the correct condition for your wedding day.

In addition a refundable damages deposit is charged for the rental of the vases, linen, furniture, candles etc. This is payable with the final invoice. Once these items have been returned in full and in a good condition, the deposit is refunded to you, within 5 working days after the function.

If not, then you will be invoiced for the full replacement cost of the items, should this exceed the deposit paid. Otherwise the replacement cost will be deducted from your deposit and any balance shall be refunded. Items rented & not used will be charged for and are not refundable. Please supply us with your banking details for this purpose.

### CANCELLATIONS

Cancellation of any confirmed event must be made in writing.

Cancellation of the wedding after full payment and within 1 month of the function date will result forfeiture of all monies paid to cover costs incurred up to that point.

Cancellation of the wedding after payment of any deposits will result in the forfeiture of all deposits paid should the cancellation take place less than 6 months before the event.

Cancellation of the wedding after payment of any deposits will result in the 25% of the deposit being refunded should the cancellation take place more than 6 months before the event.

### FINAL CONFIRMATION & ORDER CHANGES

We require confirmation on quantities of all items listed in the quotation FOUR weeks prior to the function.

No reduction in numbers can be made after this time.

Orders may not be reduced by more than 10% from order value at time deposit was paid.

There will be a surcharge on all changes to increase the number of any quotation item 2 weeks or less before your function date to cover additional costs to arrange last minute items. We will try to accommodate late additions to orders / additional numbers if possible but this may not always be possible and where possible, may result in non-matching hired goods or perishables. Transport, overtime and any other additional costs incurred when a client has short ordered stock will be deducted from the holding deposit.

Should the holding deposit not cover the full amount of the additional order, then the shortfall will be invoiced to you.



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### CONCEPT DESIGN & EXCLUSIVITY

Flower selections are subject to availability and season, please also note that it does occasionally occur that certain flowers as may have been included in the quotation are not available due to circumstances beyond our control. In the event that this does happen, we will do our best to find a suitable alternative of equivalent value and volume to fulfil the agreed design.

Where a flower is considered risky as regards availability, we will usually have suggested a plan B to fall back on should the situation arise.

We do not work with flowers supplied by yourself as we cannot take responsibility for their quality or conditioning prior to purchase, and therefore the quality of the end result of the décor and flowers.

It is understood that Mabel M Florals will act as the sole and exclusive florist &/or décor provider for your event. By signing this contract The Client agrees that no other person, company, professional or otherwise, shall provide fresh or artificial floral products for The Client's event location or event reception without the consent of Mabel M Florals. This clause is to protect the image of Mabel M Florals Designs from assumptions that might occur from the event's attendees. Some exceptions may apply, inquire with a Mabel M Florals Designs representative.

### SAFETY GUIDELINES AS REGARDS FRESH MATERIALS & FLORAL ITEMS

It is the Client's responsibility to inform his/her guests and event members provided with floral items from Mabel M Florals Designs or our appointed partners of the following warnings:

- Pin on corsages and buttonholes are attached to fabric with a pin or safety pin, care must be taken when affixing pin on corsages and buttonholes as pins are sharp. If the wearer believes the pin could damage the material in their outfit, then the corsage/ buttonhole should not be affixed to the outfit.
- Magnetic corsages and buttonholes must not be worn by or near anyone with a pacemaker or other similar implanted medical device.
- Flowers are delicate items, and must be handled with care. Some brightly coloured flowers/ berries and foliage can cause staining when crushed.
- Children & pets must be supervised at all times when they have flowers including petal baskets, wands, hair accessories, buttonholes, bouquets, flower crowns etc.
- Flowers supplied by Mabel M Florals are for decorative purposes only and are not for human consumption, including fruit, vegetables, berries that may form part of event décor.
- Certain flowers may not be suitable for use on cakes or other food or dessert items. No responsibility is taken for any tainting of said food items when fresh flowers/foilage/berries are placed on the cake on the client's behalf and at the clients request.



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### DELIVERY SET-UP & COLLECTION

The approved package breakdown is inclusive of the delivery and setup of the flowers to the locations agreed & outlined at the end of the breakdown. Collection the following day (or other day as arranged with venue/client) of the rented items, where relevant. Please carefully check the times of delivery, set-up and clearing of your function.

Please consider that the delivery & set up fee includes delivery, set up and strike of all function décor at the venue. It also includes collection from & return of all rented décor items to the relevant suppliers before and after your function.

### DEMO SET-UP

We can arrange for a demo of the centrepiece with the candles, optional extras etc. We do charge for the demo AT THE FULL PRICE of the demo item due to the fact that the flower costs can run into several hundreds of Rands and the time taken to put the demo together, rental of décor (if applicable), collection & return of containers & other décor(if applicable)

A demo set-up will incur an additional expense for the client, minimum charge is R1000. This is to be settled a week before the demo set up takes place. A client may amend the initial design but this will incur an additional cost of another R1000 (minimum cost). We believe that this is money well spent in order to confirm that your requirements have been correctly interpreted and so that there are no surprises on your big day. There may also be a delivery and time charge if the demo set up is required to be done at the venue and the venue is not local to our studio.

We usually suggest that this is done 2-3 months prior to your event, in order to allow enough time for changes should they be necessary.

No photographs of the demo set up display may be taken by the client. Mabel M Florals company will take photographs of the demo display for the client.

### RISK

Should there be adverse weather conditions such as rain or high winds which could, in Mabel M Florals's sole discretion, result in damage to the rented items or flowers, then the rented items or flowers cannot be laid out or operated. Should the client insist on the stock/flowers being laid out or operated, the client will be liable for any damages incurred.

Please note: Perishables setup out of doors – are subjected to the elements such as wind and sun. This can have the effect of prematurely wilting or damaging the flowers and décor if exposed for prolonged periods. The client acknowledges and understands that Mabel M Florals shall not be responsible for any wilting or damage resulting from environmental conditions occurring after setup by Mabel M Florals.



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Acceptance and Acknowledgement of the Contract

- 1) By signing this documentation, the client fully agrees to the terms and conditions stated above, with full understanding of what will be supplied, what is not supplied, and additional costs that may be incurred.
- 2) In addition, by accepting this quote, either in writing or tacitly, you grant Mabel M Florals permission to place images of the delivered flowers onto social media sites and/or our website as part of our portfolio.

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Client Signature

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Full Name (Bride and Groom)

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Contact Number & Email address

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Witness Signature

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Date

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ID Number/Passport Number

**BANKING DETAILS**

**First National Bank (FNB)**

**Mabel M Florals Pty Ltd**

**Account no: 62526383857**

**Branch Code: 210046**

**Swift Code: FIRNZAJJ**