

## **BALLOON BAR**

## Terms of Booking

Please confirm you have read and agree to these conditions via email



## **Booking**

Booking must be agreed in advance and confirmed via email from bristolsuspaces@bristol.ac.uk

If any student group is found to be in violation of these terms it may affect their ability to book SU spaces in the future.

If you have any concerns or would like to discuss anything contained in this document please send us an email using the email above!

## **Terms**

- No outside food or drink will be brought on the premises without prior consent of Balloon Bar.
- Abuse of any kind towards staff or other people using the space will be met with a zero tolerance policy.
- Any tech needs will be agreed and organised well in advance.
- In the event that tech is damaged you may be charged.
- If any tech is found to not be working please report it to bristolsu-tech@bristol.ac.uk.
- Event hosts will be held responsible for the behaviour of attendees.
- The planning, organisation and curation of the event is the responsibility of the host. Bristol SU are happy to support where needed but this must be communicated clearly and in advance. To arrange a meeting please use the email above.
- The space must be left as it was found.
- All events must be finished by 22:00 and completely packed down by 22:30.
- We do not permit exclusive booking of the space - other people will be using the bar.





