# Wording/Proofs



# **Terms and conditions**

Any order from a customer for stationery from Hunter Gatherings is deemed to establish acceptance of the following terms and conditions.

I reserve the right to update details or prices on my website at any time without prior notice, including our terms and conditions. Any price increase will not affect confirmed orders.

### Products

Hunter Gatherings cannot accept the responsibility for variations in size, colour or texture of card or other materials. Although every effort is made to make sure all items are made to highest quality, due to the majority of our products being handmade, no two products will be exactly the same and therefore may differ slightly from card to card.

All products are finished to a high standard but due to their delicate accessories, the customer should handle them with care.

# Copyright

All designs on this website are copyright of Hunter Gatherings. It is not permitted to copy, publish or reproduce any designs, text, images, and products under any circumstances. This also applies to samples ordered and images on social media and online.

The customer is responsible for ensuring they have permission to use any material you ask me to include on any stationery (e.g. – readings and hymns). Hunter Gatherings cannot be held responsible for any breach of a third party's copyright. Content and wording for all stationery items must be provided electronically. The wording is provided via a document. The wording provided by the customer is what will be used on the stationery. Please ensure that the information supplied for your stationery is your final draft and accurate to minimise amendments and the need for reproofing. If this document has to be amended you may incur a charge.

If the customer requires imagery or shapes on the stationery, then examples of images need to be provided in the wording document. This is to ensure that if you want things added that when I search for something I am looking at the right thing.

Please make sure the images are in scale, proportion, angle, and direction that you want it drawn or please state clearly otherwise. If images are not provided and I don't get it right then an additional design fee may incur to

It is the customer's responsibility to thoroughly check and proof read all online proofs of their stationery proofs. The customer must confirm the proofs are correct and confirm this in writing. Once the customer has approved them, Hunter Gatherings is not responsible for any mistakes discovered afterwards on the approved stationery proofs.

Once the proof has been confirmed as correct, any amendments may incur a charge.

Production of stationery will not commence until the customer approves the proofs. Any changes requested by the customer after production has commenced will be charged to cover the cost of the items already made.

Failing to confirm the proofs within our timescales could mean a delay in your order being sent.

### Delivery

Delivery costs will be charged on size and weight and added to your final invoice. All orders will be sent via Royal Mail Recorded/Special delivery or via a courier. A signature will be required to confirm receipt of delivery.

### **Ordering/Payment/Cancellation**

An order will only be confirmed once a deposit has been paid. The deposit is Nonrefundable. The deposit is required before work will begin on any stationery proofs. The remaining balance is required before printing and delivery of the stationery or 14 days prior to wedding- whichever is sooner. Or the full balance can be paid at once.

Orders can be cancelled as long as final proofs have not been approved and production has not commenced. If I am due to complete your order within 6 weeks of the cancellation date then the full balance must be paid in full. If you wish to cancel after production has started you will be charged for those items made. Once work has commenced on your order then I have the right to collect the final payment.

- A delay in making a payment at any stage may result in a delay of your order being sent.
  - All items remain the property of Hunter Gatherings until paid for in full.

Please note that due to each product being designed and handmade to order we do not offer a refund on unwanted products.

# **Health and Safety**

Please be aware that due to some small parts on our products, they are not suitable for young children.

#### Storage

Once you receive your stationery, it is your responsibility to ensure that it remains in good condition. Stationery should be stored flat where possible, and in any event must be stored in a dry environment at room temperature. If exposed to damp or very hot/cold conditions, stationery may become bent or damaged and this is not a fault of the product.

### Data

Hunter Gatherings is committed to protecting the privacy of my website users and customers.

Any personal information submitted by visitors to my website will be processed in accordance with the principles set out in the Data Protection Act. Hunter Gatherings does not share information submitted by my website users with third parties.