



GENERAL TERMS AND CONDITIONS

(Version 06.04.2021)

1. In order to proceed with the confirmation of your Wedding / Function Date you are required to confirm and agree to the Terms and Conditions as detailed below, The payment of your non-refundable deposit is an agreement of the acceptance to the terms as detailed below:
 - 1.1. By paying the Venue's non-refundable deposit you agree to all the Venue's Terms and Conditions. The deposit to secure the date is required to be paid directly by the client and not the Tour Operator or Wedding Planner, to protect our Clients.
 - 1.2. We will need your final numbers 8 weeks prior to the function. At this point you are invoiced. Any reduction in the number of your guests after this point will not change your final bill.
 - 1.3. Final balances are due no later than 6 weeks before the day of the function and paid directly by the Bride & Groom and not the Tour Operator or Wedding Planner, to protect our Clients. Payment of the remaining balance must be settled and cleared in full. Failure to comply with this term can and may result in the cancellation of the booking in accordance with terms of cancellation as detailed below.
 - 1.4. All functions and bookings include the Standard Rustic Wooden Tables (rectangular), White Dinner Service Set, Stainless Steel Cutlery and Glassware. Alternative thematic tables are available at an extra charge. Please contact us for our wedding extras available to ensure every detail of your day is planned to perfection and the choices for Table Set Up, Linen, Equipment Hire and Dressing.
 - 1.5. All dietary requirements and special needs can be fulfilled with prior notice and agreement to the venue. We work effortlessly to ensure your dining experience at Liopetro exceeds your expectations, catering with our Menus we can extend dietary requirements to Vegans & Vegetarians.
2. All prices of the information pack are inclusive of all taxes and service charge in accordance with the Cyprus law at the time of booking. The charges within the booking currently include taxes at 9% for Food and Beverages combined. If any changes are made from Governing Bodies to the changes of taxes (Food alone: 5% and Beverages alone: 19%) and the rates are affected with this booking, the changes

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will be passed onto the client accordingly with notice. This is something outside of our control and we will endeavor to assist where possible.

3. Once your Booking is confirmed the rates for the packages will remain the same. This term is relevant to the appropriate taxes within the price.
4. All drink packages MUST be taken simultaneously to the booking. For example, if you have a cocktail package for 1 hour at 1630–1730hrs and then a 3hour evening drinks package, this must be set to 1730hrs–2030hrs and thereon.
 - 4.1. Pre-ceremony drinks are available to purchase with a cash bar, or alternatively can be included on Drinks Packages for the whole day. You can always have a welcome drink.
 - 4.2. You do not have to choose any Drinks Packages. You can let your guests pay for their own drinks or you can put money behind the bar.
5. There are restrictions to the drink evening packages:
 - 5.1. Silver Drinks Packages can be taken over dinner from 1730hrs onwards
 - 5.2. Gold and Platinum Drinks Packages can only be taken from 2045hrs. That means that if for example you only book an evening 3hour Gold Drinks Package this will be set to start at 2045hrs –2345hrs. If you add an hour, then it could start at 1945 and so on.
 - 5.3. You can always enquire for Drinks Pack for the whole day.
 - 5.4. Changes in the timings of the drinks packs can only be made with the written agreement of the management.
6. All prices were correct at the time the current information packs were created, however Liopetro Venue cannot be held responsible and liable for any price changes or increments made by 3rd party suppliers or companies and will pass any additional costs when necessary to the client in respect to the above.
7. The venue has the right to restrict and limit entertainment/ musicians and DJs in accordance with Venues Policies. In consideration of the venue neighbors and environmental policies we limit all music to an acceptable level. This policy is implemented for the respect of others and we ask all suppliers to conform. The standard venue hire includes permitted music until 23:45hrs.

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8. You are prohibited from bringing into the venue any food or drinks for consumption apart from food for infants under the age of 2, without written consent of the owners and management. No liability will be accepted for the consumption of ANY food or drink not provided by the venue.
9. In addition, any Wedding Favors including miniature alcohol favors must have the written consent of the management to be consumed on the premises.

FIREWORKS

10. Fireworks are allowed at the consent and permission of the Management. This includes Aerial Fireworks and Cold Smokeless First Dance Gerb Fireworks supplied by the Approved Supplier of the venue. Under no circumstances are any outside Suppliers / Planners or Tour Operators able to use their own suppliers. All bookings for Fireworks MUST be made through the venue, to which if you have booked with a Planner or Tour Operator – will arrange for you.

EXTRAORDINARY CONDITIONS, PANDEMICS & INCLEMENT/ABNORMAL WEATHER

11. The client shall indemnify and hold “Tsiatsios Enterprises Ltd” HE266546 and “Liopetro Venue”, its officers, employees, management and volunteers harmless from any and all claims, injuries, damages, losses, clauses or lawsuits including legal fees, arising out of or in connection with inclement weather, force majeure, pandemics and including any entity whatsoever. For ease of reference – Inclement weather shall mean the existence of rain or abnormal climatic conditions such as but not limited to whether they be hail, snow, cold, high wind, severe dust, storm, extreme high temperature or the like or any combination thereof by virtue of which it is either not reasonable or not safe for people exposed to continue working whilst the same prevail. In case of extraordinary conditions, pandemics & inclement/abnormal weather and/or if any Government agencies recommend events to be limited in attendance or have any other recommendations which would affect the original plans the booked function/ event/ party will be transferred on the next available date of the Venue by agreement of all parties and discretion of the management, reiterating that no liability is held by the Company or the Venue in the goodwill of arranging this.

- 11.1 In cases of rescheduling where the clients have chosen Liopetro Venue’s Planning Services; While we will make every effort, to provide services as the ones booked for the original date, regarding negotiating and rescheduling the suppliers, additional fees in providing duplicate work already included in our “In-House Planning Services” might occur.

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- 11.2 In cases where payments are made and the date needs to be rescheduled due to extraordinary conditions, pandemics, inclement/abnormal weather and/or if any Government agencies recommend events to be limited in attendance or have any other recommendations which would affect the original plans, the full amount paid will be transferred to the rescheduled date. Further than that our “Cancellation Policy” will apply.
- 11.3 In case of rescheduling/transferring your date to a new one, we will do it free of charge, on the first occasion. Any subsequent date rescheduling will be subject to a fee of €200, due to all the administration costs involved. This fee is non-deductible from the final bill of the client.
- 11.4 In cases where the clients would like to hold two dates, they can do so with a second non-refundable deposit of €600. Both, the deposit for the original date and the deposit for the back-up date, are transferable to any of the two dates that finally goes ahead and both are deductible from the final bill of the client.

EXTERNAL SUPPLIER MEALS

12. Clients are required to ensure that they cater for the suppliers of their wedding that are at the venue for more than three (3) hours as photographers, videographers, djs, singers, bands, planners, by means of adding on supplier meals to their booking. These charged at €25.00 per person for the number of suppliers at the time of dinner and will be added to your final invoice.

PRELIMINARY BOOKINGS

13. All pre bookings are held for no more than 7 days from the date of request. If a deposit or prior written agreement is not received the date will automatically be released on the public systems.

FINAL FUNCTION SHEETS

14. Eight (8) weeks prior to the Wedding Day all Planners will be required to submit a completed Function Sheet which will be sent to you to finalize the plan for the day.

APPROVED SUPPLIERS

15. It is imperative that you check that suppliers you are using for your Wedding Day are approved by the venue. This is to ensure the quality and expectations of service are not compromised. A detailed Approved Suppliers List can be obtained by request.

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SECURITY DEPOSIT

16. It is a requirement of the management that a 300 Euros preauthorization security deposit is required held by means of a valid credit card or cash payable of the morning of the wedding when you check in the bridal suite. This deposit is required in the event of any damages, vandalism, theft, or loss to the venue.

16.1. The client named on this contract (not the Wedding Planner / Tour Operator or Service Provider) will be financially responsible and charged accordingly for any breakages, loss or theft incurred directly or indirectly by themselves or guests of the booking. Any such breakages or damage will be deducted from the held deposit up to the value of €300. Any further outstanding amounts will be pursued in all cases until repaid in full.

CLAIMS AND DISPUTES

17. The General Terms and Conditions of Liopetro Venue are governed by and construed in accordance with the Law of Cyprus. All Parties (clients, external suppliers, planners, tour operators) agree that the Cyprus Courts of Law shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with the breach of these terms and conditions or its subject matter or formation (including non-contractual disputes or claims).

CANCELLATION POLICY

18. There is a non-refundable deposit of 600 euros. There is a scale of charges for cancellation of your Wedding / Function. The charges are as detailed below:

18.1. Up to 6 calendar months prior to the booking if you cancel your booking you will lose your 600 Euros Deposit.

18.2. Between 6 calendar months and 3 calendar months before the booking you will be charged a fee of 1500 Euros in addition to loss of deposit.

18.3. Between 3 calendar months and 4 weeks before the wedding if you cancel your booking you will be charged 2500 Euros in addition to the loss of deposit.

18.4. If the wedding is cancelled up to four weeks prior to the booking you will be charged the full 100% of the booking charges.

18.5. In all events we will pursue recovery of the above cancellation costs.

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- 18.6. Cancellation of the function date will incur charges deemed agreed by means of this contract and the administration, preparation and loss of revenue and bookings by holding the dates relevant to the booking.
- 18.7. In the event of cancellation of a rescheduled wedding due to extraordinary conditions, pandemics, inclement/abnormal weather or otherwise, our Cancellation Policy will apply on the basis of the first date booked, e.g. the clients book their wedding for the 01.05.2021 then reschedule for the 01.05.2022. Cancellation Terms are based on the 01.05.2021.

NOTIFICATION AND CONSENT FOR THE PROCESSING OF PERSONAL DATA

19. Liopetro Venue and Tsiatsios Enterprises Ltd (called herein “Data Controller” or “The Venue”) hereby informs you that it collects, processes and stores, in electronic or paper form, your personal data (especially the following: full name, communication details, address, date of birth, family status, parents’ and family members’ data, photos and data in relation to the function), according to the provisions of the applicable legislation on personal data, namely today Law No. 2472/1997, and as from 25/5/2018, the Regulation (EU) 2016/679 of the European Parliament and of the Council (“General Data Protection Regulation”), as in effect from time to time (called herein as “the Personal Data Legislation”), and according to the specific terms and conditions set below:
20. The Venue collects the above personal data either at the time of the booking, during the booking procedure or after the end of the function by the client, events planner, or tour operator. The Venue collects, stores, and processes the above personal data solely for statistical and promotional reasons. The legal basis of the above processing is your consent granted hereby, the compliance of the Venue with its legal obligations, and the serving of the legitimate interests of the Venue. The above personal data will be accessible and processed by authorized employees of the Venue, who will process the personal data solely for the fulfillment of the afore mentioned purposes. Furthermore, some of the above personal data will be accessible and processed, within the framework of their responsibilities, by authorized external associates of the Venue for the fulfillment of the afore mentioned purposes. Any further transfer of personal data to any third person or to a country outside the European Union, will take place only in case that it is provided so by the Personal Data Legislation.

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21. The Venue will keep and process the above personal data for as long as it is required for the serving of the afore mentioned purposes of processing and in order to comply with its legal obligations and to defend itself against any legal claims. After the above period, the Venue will proceed to the definite deletion of the above personal data.
22. Subject to the exceptions, conditions and limitations provided by the Personal Data Legislation, you can exercise your right of access, rectification, restriction of processing, objection, erasure of the above personal data, as well as – after the application of the General Data Protection Regulation – the right to data portability. In case you exercise one of the aforementioned rights, the Venue will take any possible measure for the prompt satisfaction of your request, according to the specific provisions and conditions of the Personal Data Legislation, and shall inform you in writing regarding the satisfaction of your request, or for the reasons that prevent the exercise of the right by you or the satisfaction of one or more of the aforementioned rights according to the Personal Data Legislation.
23. In addition, you may at any time withdraw your present consent, without however affecting the lawfulness of processing based on consent before its withdrawal and the processing based on other legal basis. We inform you that in case of withdrawal of your consent, we may not be able to use the above personal data.
24. Furthermore, you have the right to lodge a complaint with the Cyprus Data Protection Authority in case you consider that the processing of your personal data is against the applicable legislation. As from 25/5/2018 (namely the date of application of General Data Protection Regulation) if you have any queries in relation to the protection of your personal data or you wish to exercise your legal rights, please contact Tsiatsios Enterprises Ltd by using the following contact details:

Contact Person: Makis F. Tsiatsios

Address: 17 Rodosthenous Alexandrou St., 8500, Kouklia, Paphos, Cyprus

Tel: +357 26949696

E-mail address: info@liopetro.com.cy

FOR PLANNERS, TOUR OPERATORS AND EXTERNAL SUPPLIERS

25. Under no circumstances do we permit or consent to our published prices or menus being changed or vary in any way.

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26. The venue Liopetro must be referred to as 'Liopetro Venue'. Under no circumstances do we consent or allow the venue to be marketed under a different 'name' or without reference. No change of our name or logo is allowed. Each of your packages that include our venue should include our name. The name is one of the main distinctive features, whereby every trader is distinguished mandatory in the exercise of a commercial activity and signs his commercial transactions. The company TSIATSIOS ENTERPRISES LTD which trades under the name LIOPETRO VENUE has become known and has acquired a good reputation in its dealings with this specific name. The public sees the assurances which provides the specific name as to the solvency of the institution and the dynamic of the business to which it relates. Therefore, there is an interest not to deceive the public from the use of misleading names and to cause confusion. If, for any reason, do not want to advertise our business' name in your catalogues, you can describe our venue, but you are not allowed to use a different name for our business.

27. Ensuring our compliance to Insurances and permitting 'suppliers' to the venue, we request that within all the Function Sheet Information you kindly detail the Suppliers working on the day with the Wedding Infrastructure. The person detailed on this agreement, will accept responsibility for that of the Supplier and the requirements to conform to the Venue terms and conditions. All Suppliers unknown to the Venue, that are not approved directly by the venue will require a 'Day Pass' this will be to ensure the understanding of the individual and to protect the reputation of the Venue and the Bride & Groom and Guests of the Wedding Party. All suppliers requesting further information can contact us directly. We reserve the right to refuse entry to any suppliers that do not meet the standards of the venue, perform in the correct manner, and fulfill the levels of standards we expect as a minimum.

28. When using photos from a past wedding of a Bride and Groom you have planned a wedding or provided a service for at Liopetro, you are required to mention our Venue and provide a tag #liopetrovenue where relevant for social media marketing as our venue always does.

OUR SUPPLIERS' WORK PRACTICE

29. You are always requested to ensure that you (and your subsequent suppliers to your business) comply to the Terms & Conditions of the Contract in place as detailed above. This will include the additional points as detailed:

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- ❖ All Suppliers are to be 'approved' by the Venue for entry to work.
- ❖ All Suppliers must be in possession of a valid Guest Pass for working.
- ❖ Suppliers are NOT permitted to help themselves to the dining options at the Wedding without prior permission as this is a chargeable service to the Bride & Groom.
- ❖ Suppliers are NOT permitted to request or help themselves to any drinks from the Bar.
- ❖ Suppliers will be provided with soft drinks as a gesture of goodwill.
- ❖ No alcohol is permitted to be consumed at the venue during Supplier Service Hours. Anyone found to be working and under the influence of alcohol will be requested to leave the venue and will not be allowed to provide any additional services with Liopetro. This includes bringing your own alcoholic drinks to the venue and for the entirety of your team / suppliers.
- ❖ All Suppliers are required to ensure that they remove their rubbish at the end of the day. Any rubbish left behind will be charged to the Planner to be removed and cleaned.
- ❖ All Suppliers must always comply with the Health & Safety Policies of the Venue.

30. Any persons found to be in breach of the above terms as detailed will not be authorized to work at Liopetro in any circumstances.

