**Affiliated Sports Club Booking**

Affiliated Sports Club (VAT Exempt Booker) has the ability to book 12 months in advance but strict terms and conditions apply. All VAT Exempt customers must complete the forms correctly, ensuring there are no breaches. Sessions are put into blocks, for example 1-10, 1-20 or 1-30. The block must either be prepaid or invoiced. Payment must be made within 30 days of receiving the invoice. Failure to do so may result in your booking being terminated. To avail of VAT Exempt the customer must have no outstanding debt on their account.

**Terms and Conditions**

* Your booking (series) must consist of 10 or more sessions.
* Each session must be for the same sport or activity.
* Each session must take place in the same place. This condition is still met where a different pitch, court or lane is used (or different number of pitches, courts or lanes, as long as these are at the same establishment).
* The interval between each session must be at least 1day but not more than 14 days (for and interval to be at least 1 day, 24 hours must elapse between the start of each session). The duration of the sessions may be varied. There is no exception for intervals greater than 14 days through the closure of the facility for any reason.
* The series is to be paid for as a whole and there is written evidence to the fact. This must include evidence that payment is to be made in full whether or not the right to use the facility for any specific session is exercised. Provision for a refund given by the provider in the event of the unforeseen non- availability of their facility would not affect this condition. Sessions are unable to be cancelled, but may be relocated providing all guidelines are adhered to.
* The facilities are let out to a school, club, association or an organisation representing affiliated clubs or constituent associations, such as a local league.
* The person to whom the facilities are let has exclusive use of them during the sessions.
* Where booking conflict arises due to a request for same day / time or facility, priority will be given to clubs located in the Antrim and Newtownabbey Borough Council area.