

MANNAKIN™

Paranormal Investigation Booking Form

Date of visit - please note we are only open on Friday evenings for investigations.

Name of group

Contact name and telephone number

Start time - location is open from 6pm - midnight

Finish time

Total number of participants (including investigation team) - max of 24 persons

Any special needs

I have read the Paranormal Investigation Information & Conditions YES/NO

Signed _____ Date _____

Please send this form, along with a copy of your Public Liability Insurance and non-refundable deposit for £100 per date booked. Please note that your deposit will secure your chosen date for you as long as it's approved by Mannakin, so that we don't double book your investigation with another team. You can pay your deposit upon receipt of our invoice. Balance to be paid in full 7 days before your visit.

Paranormal Investigations at Mannakin Hall - Terms & Conditions

We will provide:

1. A hub room, with lighting, table and chairs, electric and toilets (2).
2. A member of staff on site throughout your event.
3. Use of a kitchen for making drinks - tea, coffee, sugar, milk, mugs, cups and plates are all provided.
4. Access to the majority of rooms within the building.
5. Please note we have very limited parking facilities and in the case of large groups, suggest they either come by minibus or car share and park on our verge on the roadside.

You will:

1. Leave all areas used in a clean condition.
2. Leave the premises by midnight.
3. Wash up any used kitchen facilities.
4. Adhere to the conditions as laid out below.

Booking Terms

1. The costs for teams of up to 4 people livestreaming / filming is £350 + vat.
2. Commercial / Television productions, please ask us our rates.
3. Teams livestreaming must include a pinned link on the live to www.mannakin.com
4. An interview with the owner, Roz Edwards, is available to give some history, if needed, please book this in advance. There is no extra cost for this.
5. The costs for event companies, with **strictly** up to 24 attendees including investigators / organisers is £1,000 + vat.
6. A maximum number of 24 people are allowed at any one event.
7. Clients must provide a copy of their public liability insurance for a minimum of £2M cover with the signed booking form.
8. No alcohol, no drugs, no under 18's.
9. Clients must sign the booking form provided at the same time as the deposit.
10. The signed booking form shows that you have read, understood and have read, understood and accepted our terms and conditions.
11. Feel free to email first - hello@mannakin.com to check the date you require is free.
12. Fill in the booking form (or provide all information in the body of an email if easier) and email it to hello@mannakin.com with a copy of your Public Liability Insurance.
13. We will send confirmation by email, along with your invoice. A £100 non-refundable deposit is required to secure your date. The balance must be paid 7 days prior to your visit.

Additional Information

You are welcome to take photographs, make audio or visual recordings during your visit, if livestreaming please refer to the terms above for livestreaming and if images are going on social media you must tag Mannakin on Instagram, Facebook or Twitter. If images are going into the press, a link to www.mannakin.com is required.

Lighting is available throughout the rooms.

Mannakin Hall is not all easily accessible for anyone with mobility issues, but the majority of it is. Please feel free to discuss this when you make contact. There are no disabled toilets on site.

Mannakin reserves the right to cancel a booking if it is unavoidable due to unforeseen circumstances. You will have the choice of a full refund, including your deposit or a transfer to another available date should this situation arise.

Participants

No persons under the age of 18 are permitted to attend an investigation at Mannakin by any group. Please do not be offended if we ask for proof of age for any guests.

Group organisers must make all participants aware that they attend the event at their own risk.

Mannakin reserves the right to terminate any investigation where it is felt the wellbeing of any participant is at risk.

Mannakin gives responsibility to the group leaders to ensure that anyone for whom these investigations might be inappropriate, is warned or asked not to attend, such as those who are pregnant or with certain medical conditions.

We do not accept any 'spiritual clearances' of any kind.

Mannakin accepts no responsibility for any equipment or belongings of the visiting group. All the group's belongings remain their responsibility.

Group leaders must take responsibility for the whereabouts of participants during all investigations, including checking in and checking out of their guests for fire regulations.

Building

All participants must respect the nature of the building. Mannakin Hall is a working, commercial property and its furnishings and objects are very important. If at any time during an investigation the staff of Mannakin have concerns as to the safety of the building and its contents, we retain the right to terminate the investigation immediately, if we do not feel that discussion with the group organisers is satisfactory.

Investigations may only be conducted in the specified areas within the building and the surrounding land.

Unauthorised entry to any other area may result in termination of the investigation.

If you wish for any changes to be made to rooms you are investigating, such as changes to lighting levels, or moving items, this MUST be done under supervision of Mannakin's staff.

Please find them and tell them your needs – they will be happy to help.

Mannakin reserves the right to request compensation for necessary repair work to any damaged objects on display, or furniture if it is felt that due diligence was not taken or advice was ignored.

All group members will consider and respect the wellbeing of others. Those who act in an aggressive or abusive fashion to any person present, will be asked to leave. If deemed serious enough, Mannakin has the right to terminate the investigation.

Ignoring, or going against safety advice may result in injury. Any persons who do so may be asked to leave.

No drugs or alcohol to be consumed before or during an investigation. Anyone being found to be in possession of these, will be asked to leave. There is a smoking area. No smoking to take place within the building and this includes vaping.

Any item considered to be a weapon will not be permitted on the premises and those in possession will be asked to leave.

On departure, all participants to be respectful of the fact that Mannakin has close neighbours and leave the building quietly. Ensure your guests are accounted for and signed out on departure.

Ends.

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