



TILLOW BARN
HEALTH & WELLBEING

Room Hire information

Booking the rooms

Once you have been added to the room booking system, please keep an eye out for an email from Skedda. It will contain a link so that you can log in to view room availability and make ad hoc bookings whenever you're ready.

Cancellations

Ad hoc bookings of up to 1.5hrs per day may be cancelled free up to 24hrs beforehand. Bookings of 2hrs or more that are cancelled with less than one week's notice will be charged in full.

Prepaid reduced rate Bookings

Repeat prepaid bookings (minimum 2hrs) are at a reduced rate and are **payable by standing order** on the 1st of the previous month (e.g., June bookings are payable on 1st May). A receipt will be emailed once your payment has been received.

Cancellations of prepaid bookings after the payment due date are not possible. To set up prepaid reduced rate bookings, please contact the clinic directly.

Room Hire Fees

The fees for room hire and specific information about each room can be found on the Room Hire page on the Tillow Barn website: <https://tillowbarnhealth.co.uk/room-hire-for-therapists/>

Invoicing (for ad hoc bookings)

At the end of each month, you will receive an invoice by email for any ad hoc bookings you have made during the month. Payment should be made by bank transfer immediately on receipt of the invoice, which will have the payment details on it. A receipt will be emailed once your payment has been processed.

Tillow Barn Website

A page on the website offers the opportunity to display your business literature in our waiting area, as well as promotion across social media platforms (any posts tagged **@tillowbarnhealth on Instagram or Facebook** will be re-shared by the Tillow Barn Health accounts). We also run paid ad campaigns for individual practitioners throughout the year.

The fee for a page on the Tillow Barn Website is £15 per month. The fee should be paid by standing order on the 1st of each month. There is a one-off setup fee of £20. You may cancel at any time.

If you decide to go ahead, please email the wording that you'd like on your page, along with any photos that you'd like to display, including a photo of yourself. (All photos need to be either royalty free or royalties paid. If you don't have any other photos, we have royalty paid ones that we can use. If you'd prefer to choose your own royalty free ones www.unsplash.com is a useful site.)

Insurance and Qualifications

All practitioners who take a page on the website will need to email copies of their qualifications and their current insurance certificate. This is so that we are covered by our own clinic insurance.

Facebook Group for Practitioners

If you'd like to join the Tillow Barn Practitioner Facebook group, this link should take you there: www.facebook.com/groups/2424020497701053 - or you can search Facebook for 'Tillow Barn Practitioner Group'. It's a useful way for us to get news and information out to people, as well as being a way for practitioners to connect with each other if they wish.

Terms & Conditions

Our room hire terms & conditions are on the next page.

Please also see the information about parking. The map may be useful for your clients. (Parking information is also on our website 'Find Us' page.)

Any time you need to get in touch, please feel free to message or call 07833 743313.



TILLOW BARN
HEALTH & WELLBEING

Room Hire Terms & Conditions

All room users are required to:

- 1) leave the rooms clean and tidy and switch off all treatment room lights
- 2) leave the room and the car parking space by 10mins after their booked session ends
- 3) only advertise or promote their services at Tillow Barn in the therapies they are professionally qualified, licensed and insured to practise
- 4) provide copies of their qualifications and current indemnity insurance
- 5) provide a copy of their new indemnity insurance certificate each time it renews
- 6) be fully responsible for the health and safety of themselves and their clients - Tillow Barn is not responsible for damage to or loss of personal property, including professional equipment
- 7) only use the sinks and plumbing for domestic use and not for disposal of any wipes or chemicals. (Tillow Barn is not on the mains sewage system and is therefore only able to manage normal domestic waste. Any practitioner using the plumbing for disposal of wipes or chemicals may be held liable for the remedial costs incurred in rectifying any damage.)

For ad hoc bookings:

- 8) pay all room booking invoices immediately by bank transfer
- 9) cancel any bookings of **2hrs or more at least 7 days beforehand**, otherwise the usual room fee will apply
- 10) cancel any bookings of **less than 2hrs at least 24hrs beforehand** by contacting the clinic directly, otherwise the usual room fee will apply

For pre-paid bookings:

- 11) pay the room hire fee for each month at the start of the previous month by standing order
- 12) give at least two months' notice of cancellation of any pre-paid bookings (i.e., before payment becomes due)

For a website entry:

- 13) set up a standing order to pay the monthly fee on the 1st of each month

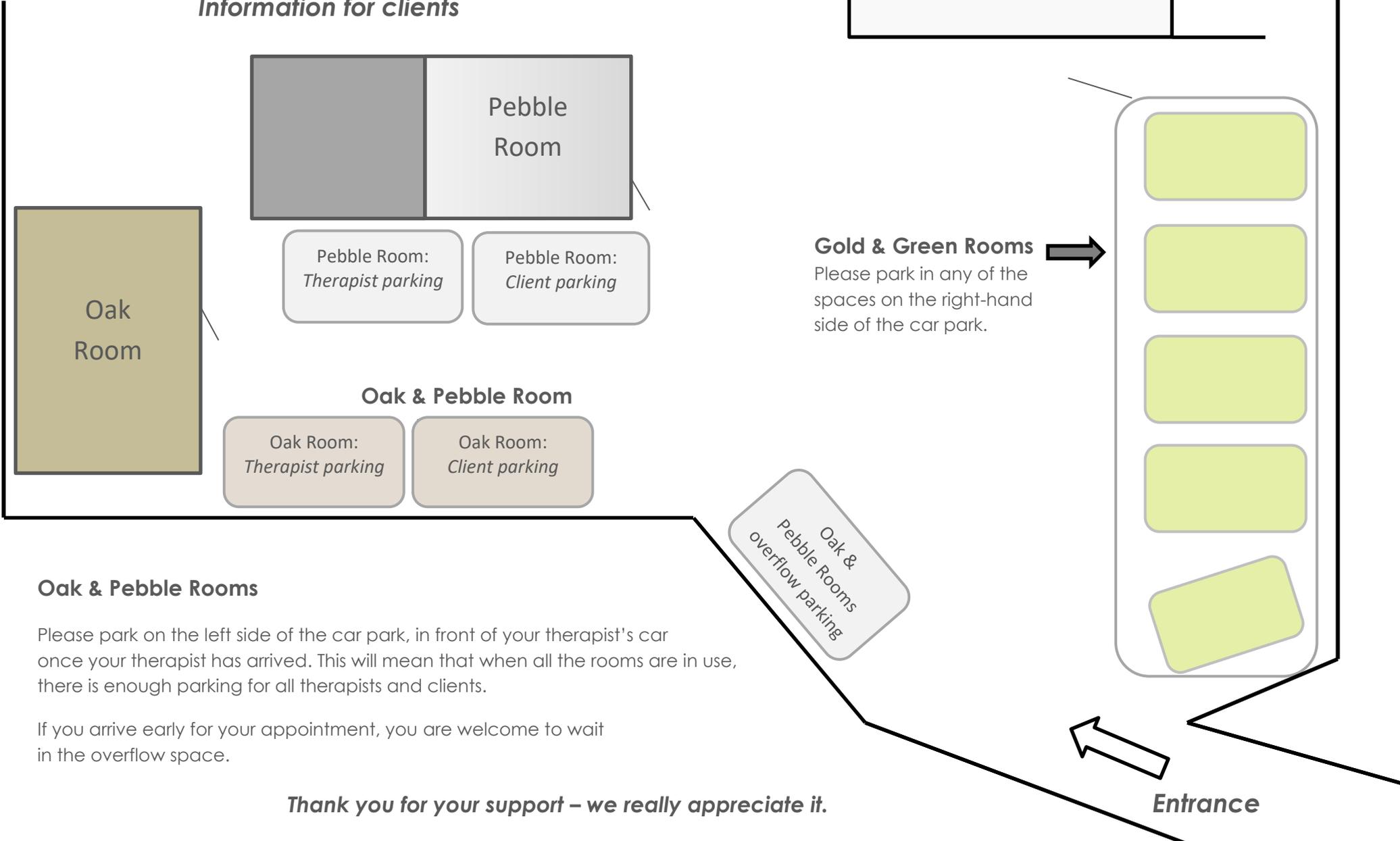
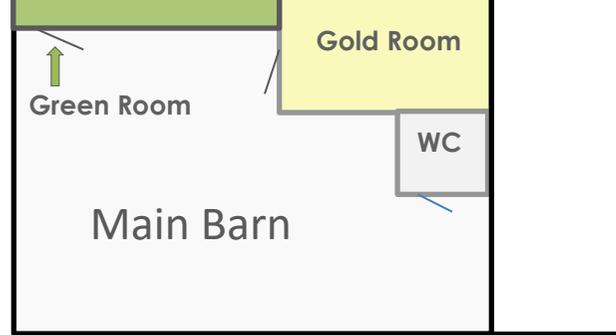
Car parking:

- 14) please park, and ask clients to park, in the designated areas as indicated on the map below (also available on the Tillow Barn website). This is so that we can ensure enough parking for everyone when the rooms are all in use.



Rooms & parking areas

Information for clients



Pebble Room

Pebble Room: *Therapist parking*

Pebble Room: *Client parking*

Oak & Pebble Room

Oak Room: *Therapist parking*

Oak Room: *Client parking*

Gold & Green Rooms
Please park in any of the spaces on the right-hand side of the car park.

Oak & Pebble Rooms

Please park on the left side of the car park, in front of your therapist's car once your therapist has arrived. This will mean that when all the rooms are in use, there is enough parking for all therapists and clients.

If you arrive early for your appointment, you are welcome to wait in the overflow space.

Thank you for your support – we really appreciate it.

Entrance