

Long Bench Slat Engraving Scheme

Terms and Conditions

The following Terms and Conditions will govern every purchase relating to the Long Bench Slat Engraving Scheme (the 'Scheme') at Littlehampton Seafront, West Sussex. Any variation must be agreed in writing by the Aldingbourne Trust (the 'Trust').

Slats advertising commercial activities are not permitted.

All prices are subject to annual review and the prices listed in the application are the current prices as at the date of the order. The price includes VAT and is subject to change.

Payment must be made in full when placing an order. You will be entitled to a cancellation within 14 days of placing your order, after which point no cancellations are permitted.

The slats are made from responsibly sourced Sapele hard wood and can be engraved with wording up to a maximum number of characters, as in the application.

Your slat will be installed within three months of the Trust having received your payment.

Purchasing a slat allows you to have that slat bearing the agreed inscription displayed and maintained in legible condition for a period of five years from the date of installation. Once fitted, the slat becomes the property of the Trust and cannot be removed or altered by you or anyone else. It is not permitted to treat, paint or amend the slat in any way.

You are not permitted to assign your interest in the slat.

The slats will age and deteriorate naturally in this exposed location. The life expectancy of a slat is five years and the slat lettering should remain legible for this period. After five years your interest in the slat will expire and the Trust may, at its sole discretion, remove, replace or otherwise substitute the slat. If the slat is no longer legible or useable within five years of installation, the Trust will replace the slat as originally ordered at no cost to yourself. Please note the Trust cannot accept liability for any malicious or accidental damage to the Long Bench commemorative slats or other damage due to causes outside of our control.

It is not possible for you to specify the location of your slat but the Trust will ensure it is in an accessible and readable location. You will be notified of the approximate location when it is fitted to the Long Bench.

Slat inscriptions must be appropriate to a family and community environment and the Trust reserves the right to reject slat applications that, in its view, do not meet these criteria.

If you have given your permission, we will use reasonable endeavours to contact you close to the end of the five year period to ask if you wish to replace the slat for a further five years. Please inform us of any change in your contact details in the meantime. There is no obligation to renew your slat. If not renewed at the end of the five year period, the slat may be removed and the location will become available to other customers.

Where the Trust receives any personal data (as defined by the Data Protection Act 1998) ('the Act') from you, it shall ensure that it fully complies with the provisions of the Act and only deals with the data to fulfil its obligations under the contract.

The Trust shall indemnify you for any breach of the Act which renders the latter liable for any costs, claims or expenses.

In fulfilment of its obligations under the Act the Trust shall have systems in place to ensure:

(a) Full compliance with the Act

(b) In particular, compliance with the Seventh Data Protection Principle which deals with the security of personal data

(c) The reliability of all its employees who may be involved in processing the personal data

The Trust will use your supplied information to process your order according to your wishes and for the management of the Scheme. We do not hold your card payment details.

If you have ticked the box on your application consenting to receive information about the Scheme, the work of the Trust and/or renewal options after five years, we will use your provided information to send you such information. We will never disclose your details to any third parties. However, please note that should the agreement between the Trust and Arun District Council for management of the Scheme be terminated, your details will be passed on to Arun District Council in order that they can take back management of the Scheme.

June 2017