

**Farm WORK Co-Working Membership Registration Form**

Personal Information	
Name:	Company:
Date of birth: (you don't HAVE to tell us)	What do you DO?
Address:	
Mobile:	
Home No:	
Email:	
Website:	
Twitter:	Insta:
Is it ok to publish your name, company, website on the Farm Work Play website?	
Y:	N:
<b>50</b>	<b>100</b>
	<b>150</b>
Emergency contact:	Relationship:
Telephone number:	
Medical Information (anything you think we should know?)	

Session preferences (to give us an idea of usage)						
Time	Mon	Tues	Wed	Thurs	Fri	Sat
Early 7am-10am						
Morning 10am-12pm						
Afternoon 1pm -5pm						
Full day 8am-5pm						
Preferred start date:						
Would you be interested in car sharing?						
Office use only:						
Identification seen:						Initial

## **The Official Stuff - Co-Working**

### **Membership Agreement between you and Farm Work Play (Work Play Ltd)**

#### **Usage**

Please stick to your membership plan - if it's not working for you in any way, talk to us. Additional hours may be purchased at a rate of £5 per hour. You will incur a fee for any additional fees not pre-arranged (this will be at an enhanced rate of £8 per hour).

#### **Opening hours**

The Workspace is open 7am-7pm Monday to Friday. For annual, 100 and 150 members the workspace is also open Saturday 9.30am-4:30am. Event room hire is available 7pm-10pm Monday – Friday, Sat 5pm-10pm. Event room space must be booked in prior arrangement with management.

#### **Community**

All members have the right to a quiet and respectful working environment. Behavior that breaches this will not be condoned. Leave your workspace as you would like to find it. Clean and tidy.

This is an open workspace anything said should be expected to be heard by others.

#### **Play Nice**

Play nice - the Internet isn't for illegal activities on our watch. Fair use printing policy – don't take the mickey. Bikes and pets are lovely but cannot be brought into the building. We have bike racks outside.

#### **Attendance**

We are unable provide reductions or refunds for absence, unless the workspace has not been open for any reason.

#### **Payment of fees**

Fees are payable per calendar month, invoice precedes monthly use. All fees are to be paid in full by the 5<sup>th</sup> of every month. Fees received after the 5<sup>th</sup> of the month may be subject to a late charge. If you're experiencing financial difficulties, please notify us to discuss a plan for payments to be

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made. If fees remain outstanding for more than two weeks, Work Play Ltd. reserve the right to serve 7 days' notice to terminate the contract. Prices and Hours are subject to change with 28 days' notice to members.

### **Holidays**

Farm Work Play is open all year round except one week at Christmas and bank holidays. Memberships will be adjusted for the Christmas period.

### **Smoking**

We operate a strict no smoking policy. Please do not smoke around the entrance to the Workspace or parking areas on the farm. Parents and children using the nursery will be in the same areas.

### **Parking**

If you are using our Farm Work facility, please use one of the allocated spaces in the main car park or our company car park at the rear of the nursery accessed via School Walk.

Anyone using the parking area does so at their own risk, we cannot accept liability for damage, injury or loss to vehicles, visitors or possessions. There are peacocks on site, they're wild - we are not responsible for them.

### **Data protection**

All information is held according to the Data Protection Act. If you do not agree to records being held this way they must inform the directors of Work Play Ltd.

### **Insurance**

All member are responsible for their belongings and actions. Should any action or inaction cause damage or cost to Work Play Limited then that cost will be passed on to the member.

We have public liability insurance just ask if you would like to see a copy, but that does not extend to your belongings. To protect your belongings we suggest you arrange your own cover.

### **Termination of agreement**

If you wish to terminate /reduce sessions we would require 4 weeks written notice from either parent/carer. Your deposit will be returned on

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leaving the nursery providing the nursery has been given the required notice. The nursery reserves the right to retain the deposit and to charge for the full months fees if the required notice is not received.

### **Permissions**

I give consent to my photo being taken for the purpose of

- Website/Marketing Materials Yes/No
- Co-Working Community Displays within the building(s) Yes/No

### **Acceptance**

I have read and understood the terms and conditions and agree to them.

Completion or acceptance of Farm WORK membership application does not create a tenancy but a prepaid usage licence to use the provided amenities on an annual, monthly or casual basis. This license may be renewed each month for 50, 100 or 150 Memberships with the consent of each party. The Acceptable Use Policy (AUP) must be adhered to at all times. Failure to follow the AUP can result in non renewal or even early termination of the usage license. I agree to the Farm WORK Use of Service/AUP listed in this membership application which is in place for all members. I understand that it may be updated from time to time.

**Name of Member:**

**Signed by Member:**

**Date:**

**Signed by Work Play Ltd:**

**Date:**