

## Terms and Conditions for Friend Membership

Updated January 2020

### **The following terms and conditions apply to all Friend memberships.**

If you have any questions about them, please contact the Friends' Team at [friends@westdean.org.uk](mailto:friends@westdean.org.uk) or on 01243 818256. The Friends' Office is open Monday to Friday, 9am - 5pm.

1. Your Friend membership card provides complimentary entry to West Dean Gardens (and the College where applicable) during opening times for the named Friend/s on the account (and guest if you have an Individual and Guest membership). It must be presented at time of entry.
2. Friend membership is annual and is renewable after 12 consecutive months. Your membership card remains valid for the duration of your membership including renewal periods.
3. Your Friend membership entitles you to receive 10% off purchases in the Gardens Restaurant (excluding alcohol and special menus/events).
4. Exclusive Friend events are bookable by Friends according to the membership selected (i.e. Joint or Individual/Guest members may purchase two tickets and individual members may purchase one). Event bookings are confirmed once payment is received, on a first come first served basis.
5. Children under 16 years of age can visit West Dean Gardens free of charge, except on some event days when charges may apply. Please see [westdean.org.uk/events](http://westdean.org.uk/events) for details.
6. We will usually remind you approximately one month before your Friend membership expires so that your membership may continue without pause. If you pay by Direct Debit, payment will automatically be taken unless you notify us **in writing** at least 2 weeks before the direct debit is due. If you wish to cancel your Direct Debit, you should also notify your bank.
7. The cost of your membership is non-refundable.
8. We reserve the right to refuse entry and/or Friend membership and/or to revoke membership without refund if a member behaves in a way that is not appropriate, is abusive or offensive.
9. These terms and conditions will be reviewed and updated as necessary. You will always be notified of any changes to your membership terms and conditions.

### **The following additional terms and conditions apply to College Friend Memberships only**

10. If you are visiting West Dean College and Gardens during normal opening hours, Friends should park in the Garden Car Park. If you attending an event taking place after West Dean Gardens close you can park in the College Car Park.
11. Access to the College Dining Room, Steward's Bar and Craft Shop are only permitted during the opening times of these facilities. Access to other parts of the College is not permitted.

West Dean College of Arts and Conservation and Gardens are part of The Edward James Foundation Ltd, a charitable company limited by guarantee.



Opening Times:

- Craft Shop - 7 days a week, 8.30am to 2pm
- Steward's Bar - Monday to Saturday, 5pm to 11pm. Sunday, 5pm to 10.30pm
- Dining Room – 7 days a week, Lunch is 12pm to 1.30pm. Dinner is 6.30pm to 8pm

12. Booking is required for meals in the College Dining Room. Call Reception on **01243 818200** to make your booking. Payment should be made on arrival at Reception – breakfast is £12.50, lunch is £15.00 and dinner is £21.50 per person (these prices are subject to change).

13. College Friends can use the Dining Room at any time, subject to availability, for one or two people according to your membership type. You are also permitted to bring in a small number of additional guests to the Dining Room using the Guest Passes provided in your membership pack. Daytime guests to the Dining Room who are not covered by your membership type also require a valid entry ticket for West Dean Gardens.

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