



## **Carmelite Priory, Villegaignon Street, Mdina. MDN1190**

### *Terms and conditions for the use of the Priory's Refectory for dinners*

1. Besides being an historical and artistically appealing building, the Priory is first and foremost a religious building housing a Carmelite community. Aesthetic beauty in a religious house aims at being a reflection of the spiritual beauty which attracts us to God. Thus, visitors and patrons are first and foremost kindly reminded and expected to respect the spirit of the place, in both their behaviour and attire.
2. Dinners are sporadically hosted in the Priory's Refectory not for commercial purposes but as fundraising in aid of the restoration project of the historical Refectory.
3. The Priory provides only the Refectory space and the annexed kitchen to host dinners. The kitchen is equipped with a fridge and freezer, oven, gas cylinder, basin and cupboards.
4. Organisers have to provide tables and chairs to be set up in the middle of the Refectory.
5. Catering service, including the necessary utensils, dishes, tablecloths, etc... have to be provided for by the organisers. It is also possible to make use of the catering service from the Priory's restaurant at an extra cost to be agreed upon with the manager.
6. Smoking is not allowed neither in the Priory nor in the Cloister (courtyard)
7. The seating capacity of the refectory is of 20, maximum of 25 seated persons.
8. The use of the original 17th century tables and furniture is strictly prohibited as these have been recently restored to their pristine beauty.
9. Standing receptions are not allowed in the Priory.
10. Dinners are not to commence before 19.30 and are expected to end by 24.00 latest. Preparations for the dinner event are allowed to start at 17.00.
11. Organisers are kindly requested to contact the Mdina Local Council for necessary car permits, when needed, to access Mdina.
12. Only soft background classical music is allowed in the Refectory.
13. A welcome letter by the community is handed to guests, offering an explanation of the underlying concept of a monastic refectory.
14. The donation fee for each dinner event is of 750 euros (VAT incl.). When more than one dinner is booked the donation fee is of 500 euros (VAT incl.) per dinner. As

stated in n.2, the donation fee is intended to fund the restoration project of the Refectory. Invoices and VAT receipts will be accordingly mailed to the organisers.

15. An event is only confirmed once a 30% deposit is paid.

16. Persons responsible, are liable for any damages caused in the premises during the preparation for dinner, the dinner itself and the dismantling of objects after the event.

17. The Prior and community reserve their right to change and modify these terms and conditions when necessary. Organisers will be duly informed of any changes and modifications.

18. Any agreements/contracts with 3rd parties (such as company providing chairs/tables, photographers, catering provider, music provider, local council, etc...) are to be directly agreed on/contracted between the spouses and the 3rd parties providing the services/products. Particular attention must be given to the GDPR regulation. In this regard, the Carmelite Priory shall not be held responsible for any breaches in relation to these agreements/contracts between the spouses and the 3rd parties.

While thanking you for choosing the Priory's Refectory to host your dinner, we wish and hope you will enjoy the event in this historical building.

The Carmelite community.

Revised and updated on October 5, 2018.

By signing below, you acknowledge that you have read the above terms and conditions and that you agree to be bound by all terms and conditions stipulated in this agreement.

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

We will not disclose information about you to anyone outside the priory (unless permitted by law). The Maltese Carmelite Province will treat your personal information in accordance with the GDPR regulation to protect your privacy. Your information will not be retained for longer than necessary (unless permitted by law). Any queries may be addressed to the Data Protection Officer, Maltese Carmelite Province.