



wimpoletherapeutics

## **TERMS & CONDITIONS FOR CONTRACTING SPACE AT WIMPOLE THERAPEUTICS**

### **Room Rental Slots:**

Mon-Fri 9.00am – 2.00pm and 3.00pm – 8.00pm

### **Room Rental Rates:**

£80.00 per slot or £160 per day 9am – 8pm

### **Room Rental Terms**

Payment for slots is to be received one month in advance on the 1st of each month by cheque or standing order. One months notice is required to cancel or change any shifts which have been allocated to a therapist. Wimpole Therapeutics reserves the right to terminate this contract at any given time, without warning or notice. If the clinic is closed for any reason on a day that a therapist has pre-paid for a shift, they will be offered an alternative slot where possible. There is no rent reduction if a therapist cannot attend their shift. Payment for use of towels is (£0.76 for large towel, £0.46 for small towel). Payment for any item damaged by yourself or by your patients. Couch roll and any other supplies need to be provided by yourselves except for the following:

Included in Your room Rental Shift Price: Heating, Lighting, shared use of kitchen, Clinic's marketing, and wireless internet.

### **Payment Procedures**

Each therapist is responsible for their own tax and VAT affairs for their fees collected, and to be registered as self-employed.

### **Cancellation Procedure**

If as a therapist you are unable to come to treat your clients, then you are expected to inform Wimpole Therapeutics at the earliest convenience and there is no rent reduction if you cannot attend your shift.

### **Therapist Standard Requirements – Personal and Clinic**

- In order to practice at Wimpole Therapeutics you must be qualified in your chosen therapy and have full and up to date insurance for yourself and your personal equipment.
- Copies of insurance along with certificates of all disciplines you wish to practice at Wimpole Therapeutics should be supplied prior to starting.
- References may be requested prior to you starting at Wimpole Therapeutics.
- Under no circumstances must any therapist practice a therapy they are not qualified to do so.
- Essential oils are to be used by fully qualified aromatherapists only.
- Wimpole Therapeutics will take no responsibility for any incidents occurring in the treatment room during a treatment.
- This will be covered by your own personal insurance. You must avoid any practice which could disturb the other therapist working on the premises.

- Therapists are expected to arrive at least 15 minutes prior to their treatment session.
- While you are building your practice at Wimpole Therapeutics, you should come in for your slot whether or not you have clients pre-booked.
- You should independently market and promote yourselves and your practice.
- Wimpole Therapeutics actively promotes the therapies that are available; however, it is not the responsibility of Wimpole Therapeutics to provide you with clients.
- Please make sure you turn off your mobile phone or put it on silent when entering the clinic.
- Please ensure that your clothes are clean and presentable for your work.
- Please remember to talk quietly when in the kitchen, corridor, or reception area.
- Therapists are expected to clear up their room and leave it as found. Please clean any oil/product spillages, dispose of couch roll in kitchen bin, and return everything back to storage areas before vacating your room.
- Bathroom small hand towels are for clients use only, please use the big towel on the radiator.
- The white bin is for the small used towels by clients and the metal bins are for rubbish.
- Please clear up/wash up after yourself and your client in the kitchen area.
- The phone at reception can only be used in an emergency.

**Please sign in acceptance of the above terms and conditions.**

Print  
Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

SLOT \_\_\_\_\_ Effective from \_\_\_\_\_