



Terms & Conditions

Version 1 - effective date 27 April 2026

KeeLight Lighting Design

*KeeLight Lighting Design is a sole trader business,
operated by Ryan David Keeling.*

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1. Agreement

By accepting a quotation or estimate issued by KeeLight Lighting Design, the Client enters into a binding agreement under these Terms & Conditions.

Acceptance is confirmed by any written approval, including email or other written communication, or by instructing commencement of services.

These Terms & Conditions apply from the point of acceptance and form part of the contract between both parties.

2. Services

The services provided by KeeLight Lighting Design may include, but are not limited to:

- Lighting design and creative development;
- Lighting programming and show preparation;
- Lighting operation during rehearsals and live performance;
- Technical consultation and production advice;
- Use, supply, and setup of lighting equipment where agreed.

The exact scope of services, deliverables, and any exclusions will be defined in the relevant quotation or estimate.

3. Scope of Work

Fees are quoted on a fixed-fee basis as set out in the quotation or estimate and are not calculated on an hourly or daily rate unless expressly stated.

Any additional work requested by the Client outside the agreed scope, including but not limited to substantial design revisions, additional programming or rehearsal requirements, changes to event requirements, or additional technical support beyond that reasonably required to deliver the agreed scope, may be subject to additional charges or re-quotation.

Where out-of-scope work is requested during an event or production, KeeLight Lighting Design reserves the right to agree charges retrospectively where prior approval is not reasonably practicable.

4. Equipment

Where agreed, KeeLight Lighting Design may supply a lighting equipment package as part of the services. This may include (but is not limited to) lighting control equipment, fixtures, cabling, and haze equipment, as detailed in the quotation or estimate.

All equipment supplied remains the property of KeeLight Lighting Design at all times unless otherwise agreed in writing.

The lighting system supplied by KeeLight Lighting Design is intended to be operated by KeeLight Lighting Design unless otherwise agreed in writing. Venue or Client operation of supplied equipment is not assumed unless otherwise agreed in writing as part of the quotation or estimate.

The Client is responsible for ensuring a safe working environment and compliant venue infrastructure, including (but not limited to) power distribution, rigging, access, and any venue-specific safety systems or restrictions affecting the use of haze or lighting equipment.

The Client is responsible for loss, theft, or damage to supplied equipment while on site, except where caused by fair wear and tear or the fault of KeeLight Lighting Design.

KeeLight Lighting Design remains responsible for reasonable care and maintenance of supplied equipment.

KeeLight Lighting Design shall not be liable for failure, interruption, or damage arising from venue conditions, third-party equipment, or environmental factors outside its reasonable control.

5. Travel and Expenses

Unless otherwise agreed in writing, travel and reasonable expenses are included within the quotation and are based on the information provided at the time of booking.

Where applicable, travel may include transport (including fuel, rail, or flights), accommodation, and reasonable subsistence during work periods.

Where changes to venue location, schedule, or access after booking result in increased travel or accommodation costs, KeeLight Lighting Design reserves the right to adjust charges accordingly, with reasonable notice where practicable.

No additional expense claims will be issued unless expressly agreed in advance and confirmed in writing.

6. Payment Terms

Unless otherwise stated in the quotation or estimate:

- Payment terms are 14 days from invoice date.
- Where an event occurs before the 14-day invoice period expires, payment is required in full prior to the event unless otherwise agreed in writing.
- KeeLight Lighting Design may request a deposit to secure a booking, as specified in the quotation or estimate.
- Services may be withheld, suspended, or not commenced where payment has not been received by the agreed due date.

KeeLight Lighting Design reserves the right to charge interest on overdue invoices in accordance with applicable UK legislation.

7. Cancellations

If a confirmed booking is cancelled by the Client, the following charges may apply:

- More than 14 days before the event: up to 25% of the agreed fee may be charged.
- Within 14 days of the event: up to 50% of the agreed fee may be charged.
- Within 48 hours of the event: up to 100% of the agreed fee may be charged.

These charges reflect the reservation of the date, loss of availability for other work, and preparation time allocated to the booking.

Any cancellation charges may be adjusted at the discretion of KeeLight Lighting Design, particularly where the cancelled date is rebooked or where costs incurred are lower than anticipated. Any deposit paid (where applicable) is non-refundable and will be offset against cancellation charges due.

8. Working Hours

Working time includes setup, programming, rehearsals, performance, and operation of services as required for the agreed event.

Unless otherwise stated in the quotation or estimate, KeeLight Lighting Design's responsibilities conclude once all supplied equipment has been fully de-rigged, packed, and loaded for transport from the venue.

Any additional assistance requested outside the agreed scope, including extended technical support, venue assistance, or post-event duties beyond equipment removal, may be subject to additional charges or must be agreed in advance.

9. Liability

KeeLight Lighting Design shall not be liable for any indirect or consequential loss, including but not limited to loss of profit, revenue, reputation, or production delays.

Liability under or in connection with this agreement shall be limited to the total fees paid under the relevant quotation or estimate.

KeeLight Lighting Design shall not be liable for any loss, damage, or failure arising from interference with, unauthorised operation of, or physical contact with supplied equipment by the Client, venue staff, performers, or any third party.

Supplied lighting equipment is intended for operation solely by KeeLight Lighting Design unless otherwise agreed in writing. Access or interaction by third parties is not permitted unless expressly authorised.

KeeLight Lighting Design shall not be liable for failure or disruption caused by venue conditions, public access, environmental factors, or circumstances outside its reasonable control.

10. Health & Safety

Keelight Lighting Design will assess working conditions upon arrival and during setup and operation and will raise any safety concerns with the Client and/or venue representative.

Where safety issues can be reasonably resolved, work will continue once appropriate corrective action has been taken.

Where safety issues are not resolved to a reasonable standard, Keelight Lighting Design reserves the right to refuse to commence or continue work, or to cease operation of equipment, where doing so may present a risk to personal safety, audience safety, or equipment integrity.

No liability shall arise from delay or cancellation resulting from refusal to proceed on reasonable safety grounds.

11. Force Majeure

Neither party shall be liable for failure or delay in performing obligations under this agreement where such failure or delay results from circumstances beyond reasonable control, including but not limited to venue closure, severe weather, illness or injury, government restrictions, transport disruption, or failure of venue infrastructure or third-party systems.

Where a Force Majeure event occurs, the parties shall use reasonable endeavours to agree alternative arrangements, including rescheduling of services where practicable.

Any fees or costs already incurred prior to the occurrence of the Force Majeure event may remain payable, including reasonable preparation, travel, or mobilisation costs where applicable.

12. Intellectual Property & Portfolio Use

KeeLight Lighting Design retains all intellectual property rights in relation to lighting design concepts, programming, and creative output produced as part of the services, unless otherwise agreed in writing.

The Client is granted a non-exclusive licence to use the delivered lighting design and programming solely for the purpose of the agreed event or production.

KeeLight Lighting Design reserves the right to use non-confidential images, video recordings, and documentation of work for portfolio, promotional, and marketing purposes, unless expressly prohibited in writing by the Client prior to the event.

No confidential production materials, including unreleased creative content or commercially sensitive information, will be shared without prior permission.

13. Entire Agreement

These Terms & Conditions, together with the relevant quotation or estimate, constitute the entire agreement between the parties and supersede all prior discussions, correspondence, or representations, whether written or oral.

Any variation to this agreement must be agreed in writing by both parties.

KeeLight Lighting Design reserves the right to update these Terms & Conditions from time to time. Any such updates shall not affect agreements already in place unless expressly agreed in writing.

14. Governing Law

These Terms & Conditions are governed by and construed in accordance with the laws of England and Wales. The parties agree that the courts of England and Wales shall have exclusive jurisdiction to resolve any dispute arising under or in connection with this agreement.

15. Acceptance

By accepting a quotation or estimate issued by KeeLight Lighting Design, whether by written approval, including email or other written communication, or by instructing commencement of services, the Client confirms they have read, understood, and agrees to be bound by these Terms & Conditions.

The applicable version of these Terms & Conditions shall be the version in force at the time the quotation or estimate is accepted.

Such acceptance constitutes a legally binding agreement between both parties.