

Victoria House and Annexe

Booking Form and Terms & Conditions

Booking Form

Name(s) of guest(s):

Age(s) of guest(s):

Address:

Telephone:

Mobile:

Property to book: Victoria House / Victoria House Annexe *(delete as applicable)*

Booking period - from: to

Signature of guest:

Dated:

(responsible for the booking and accepting the Terms and Conditions below)

Please make cheques payable to 'TJ & JC Spear'.

Terms & Conditions

1. Victoria House will be available from 4pm on the first day of the booked period until 10am on the final day.
2. A non-refundable deposit of 15% per week (or short break) is required to confirm the booking. To retain the booking the balance must be received at least 42 days before the booked period commences.
3. Bed linen, towels and electricity (including heating) are included in the price.
4. When a booking is made using the online booking option you will receive an automatically generated booking summary by email to the email address you provide on the booking form. This booking will remain provisional until it is confirmed.
5. When a booking is made by telephone (or post) it will remain provisional until it is confirmed.
6. A provisional booking will be held for 5 days. Provided that payment is received within the 5 days then the booking will become a confirmed booking.
7. Confirmation of the booking will be sent by either post (for payment by cheque) or email (for online payments). Note that a completed Booking Form (above) must accompany payments by cheque (which should be made payable to 'TJ & JC Spear').
8. Except for 'Item 9' below, if the booking is cancelled within 42 days of the start date then neither the deposit nor the balance are refundable unless the owners are able to re-book the period. If the owners are able to re-book the whole period then the balance will be refunded. The owners recommend the use of holiday insurance.
9. If, for any reason beyond the reasonable control of the owners (e.g. fire), the booking has to be cancelled by the owners then a full refund of the deposit and any balance payment will be made.
10. The guest(s) making the booking and listed in the booking details are responsible for Victoria House during their stay and are expected to take all reasonable care of the property and its contents. The property should be left in the same condition at the end of the booked period as it was at the start. Any damage should be notified to the owners and if more than minor will require to be reimbursed. A £150 *Refundable Damage* deposit is required prior to holiday and refunded within 7 days after holiday if all ok.
11. Only the guest(s) included in the booking details are permitted to use or stay in the property.
12. Candles or other open flames may not be used in the property.
13. Smoking is not permitted anywhere inside the property.
14. Pets are not allowed anywhere on the premises.
15. Persons staying in the property are expected to respect the shared parking and garden area.
16. The owners accept no liability for you (the guests) or for loss or damage to your property.
17. The Annexe is designed for adults only.

www.eastruntonholidaycottage.uk | stay@eastruntonholidaycottage.uk

Call 01263 478213 or 07931 724550