

Condition of Booking Conway Cottage, Rothbury, Northumberland

PLEASE READ THIS CAREFULLY. WHEN YOU MAKE A HOLIDAY RESERVATION REQUEST DIRECTLY WITH US (WHETHER BY EMAIL, TELEPHONE OR POST), THESE CONDITIONS ARE DEEMED TO HAVE BEEN ACCEPTED BY YOU.

HOLIDAY CONFIRMATION AND PAYMENT

1. To secure a postal, telephone or email booking a deposit of £50.00 (for one week) or £100.00 (for two weeks) by cheque is required.
2. Your reservation will be held for 7 days pending receipt of the deposit.
3. Upon receipt of the deposit you will receive an acknowledgement letter confirming your holiday dates and outstanding balance together with a receipt for the deposit paid.
4. Final payment will be due 6 weeks before the commencement date of the holiday. If the holiday is booked less than 6 weeks from the commencement of the holiday the full holiday charge will be payable on sending the booking form.
5. All payments should be made payable to Mrs S Aviston and sent to Beech Cottage, 18 Park Drive, Hepscott Park, Morpeth, Northumberland NE61 6QA.

CANCELLATION

1. If you cancel your holiday for any reason you must let us know as soon as possible in writing or by email.
2. If we are successful in re-letting the cottage for the whole period of your booking we will refund the whole of the holiday minus a handling charge of £25.00.
3. If we can only let the cottage for part of the period of your booking we will refund the monies that relate to that proportion only less the £25.00 handling charge.
4. If we are unable to re-let the cottage for the period of your booking all monies paid by you whether by deposit or final payment no refund will be given.

HOLIDAY PERIOD

1. Holiday weeks normally run from Saturday to Saturday. These days may change for the Christmas and New Year breaks. See website for details.
2. Three day weekend breaks run from Friday to Monday.

ARRIVAL AND DEPARTURE

1. The Cottage will be available from 4pm on Saturday afternoon for one or two week holidays and from 4pm on Friday for guests taking a 3 day weekend break.

2. Final arrangements for collection of keys will be made by the owner within 7 days of the commencement of your holiday.
3. On the day of departure the cottage should be vacated by 9.00am.

OCCUPANCY, REPAIR and DAMAGE

1. Conway Cottage is a non smoking property we would therefore request all guests not to smoke inside the building.
2. Pets are not permitted.
3. Guests are asked to keep the cottage and all furniture, fixtures, fittings and equipment in the same state of repair as at the commencement of the holiday, and leave the cottage in the same state of cleanliness and general order as it is found.
4. All damages and breakages should be reported to the owner and replacement cost to be paid before departure.
5. We or our representative should be allowed access to the cottage at any reasonable time during occupancy for maintenance purposes.

All information contained in the brochure and on our website is believed to be accurate and correct. In the event of a change of circumstances regarding the cottage we will endeavour to inform you prior to your holiday at which time you would have the opportunity to review your booking.

We look forward to welcoming you to Rothbury in the near future
Sue and Peter Aviston 07807 928732.

Booking Form Conway Cottage, Rothbury Northumberland

Please complete this form and send to Mrs S Aviston, Beech Cottage, 18 Park Drive, Hepscott Park, Morpeth, Northumberland NE61 6QA together with your deposit.

Your Details

Name _____

Address _____

Postcode _____

Telephone Number: - Daytime _____ Evening _____

Email address _____

Number in Party _____ and their names are

Adults _____

Teenagers _____

Children (under 12) _____

Equipment required: Cot _____ Highchair _____

How did you hear about Conway Cottage/which website? _____

Dates Required

From ____/____/____ to ____/____/____

Payment Details

	£
Total cost of your Holiday	
Deposit (£50.00 per week)	
Total Enclosed	

Please make cheques payable to Mrs S Aviston

Declaration

I declare I am over 18 years of age and agree to the booking conditions

Signed _____ Date _____

OFFICIAL USE

Booking form received

Confirmation sent

Final payment due