

## Booking Conditions – please read carefully

<b>Contract</b>	The following conditions apply to the contract of hire of Greenwich Cottage by the hirer, and its letting agent, Pauline Bale, on behalf of the owners. A binding contract is entered into on receipt of a signed booking form.
<b>Booking</b>	A booking is deemed to be accepted by the owner when you, the hirer, receive confirmation. If the details on the confirmation are not correct, please contact Pauline Bale immediately. The number of persons occupying the property must not exceed 2. <b>No pets, children or smoking are allowed in the cottage.</b>
<b>Reservations</b>	Provisional reservations can be accepted by telephone and must be confirmed within 3 working days by the arrival of the required deposit and booking form.
<b>Deposit</b>	A 25% deposit is required at the time of booking. <b>The balance is due 8 weeks before arrival date, or at time of booking if sooner.</b> If the balance is not received within the time specified the owner/booking agent reserves the right to cancel the booking and retain the deposit.
<b>Payment</b>	Payment may be made by cheque. Please make cheques payable to <b>Chideock Cottage (not Greenwich Cottage).</b>
<b>Late Bookings</b>	If you book within 8 weeks of the start of your holiday, the whole cost of the accommodation, is payable immediately.
<b>Cancellations</b>	Cancellations must be advised by telephone and confirmed by letter within 3 working days. Your deposit is not refundable on cancellation for any reason. We will do our best to re-let the accommodation but if this is not possible then we are legally entitled to retain your deposit and request further payment as compensation.
<b>Insurance</b>	We strongly recommend that you take out some form of insurance. Please ask for information.
<b>Booking Alterations</b>	Any change in holiday dates/number of guests will be subject to the agreement of the owner and an administration may be charged.
<b>Arrival &amp; departure</b>	The cottage will be available from 4pm on the day of arrival. Please vacate by 10am at the latest on the day of departure, in order that we have time to prepare the house for the new guests.
<b>Damage &amp; Loss</b>	The hirer agrees: <ul style="list-style-type: none"><li>• That the supervision of children and any adults requiring care remains the responsibility of the Hirer at all times.</li><li>• To be responsible for leaving the accommodation clean and in good order, otherwise a cleaning charge will be levied.</li><li>• To pay for any unreasonable damage, breakage or loss caused.</li><li>• <b>A security deposit cheque of £100 is required on arrival</b>, against which damage and breakages will be charged. This will be returned by post after departure.</li></ul>
<b>Cars &amp; belongings</b>	At guests' risk at all times. No responsibility can be accepted for loss or damage to such items.
<b>E&amp;OE:</b>	Errors and omissions excepted.

## GREENWICH COTTAGE

### BOOKING APPLICATION

We would like to draw your attention to the booking conditions opposite.

It is advisable to check availability before completing this form.  
Please telephone Pauline Bale 01308 424321.

If you wish to book please complete this form as soon as possible and return with the 25% deposit to the address below. If your holiday starts within 8 weeks, please return this form together with the full tariff as soon as possible.

Provisional reservations must be confirmed within 3 working days.

Name:.....

Address:.....

Post code.....

Home Tel no:.....Work:.....

Mobile no:.....Email:.....

Number in party:.....Adults: Names.....

Children: Names .....

Holiday starting date:.....Leaving date:.....No. of nights:.....

**TOTAL COST OF HOLIDAY:.....Deposit (25%):.....**

How did you find us? .....

If it was the internet, where did you start your search?.....

**On behalf of my party I accept the conditions of hire and enclose a deposit / full cost of holiday.**

**SIGNATURE.....Date.....**

Please make cheques payable to **Chideock Cottage**. A letter of confirmation will be sent on receipt of a deposit or full tariff.

**Return to: Mrs P Bale  
Highway Farm, West Road, Bridport, Dorset DT6 6AE**