

LOUDOUN MAINS COUNTRY COTTAGES BOOKING FORM

PLEASE TELEPHONE TO CONFIRM AVAILABILITY OF YOUR SELECTED ACCOMMODATION.
THEN COMPLETE AND DETACH THIS FORM FROM THE TERMS AND CONDITIONS AND RETURN IT TO US TO
SECURE YOUR BOOKING.

NAME _____ VEHICLE MAKE _____
ADDRESS _____ COLOUR _____
_____ REGISTRATION _____
POSTCODE _____
TELEPHONE _____ MOBILE _____

ACCOMMODATION DETAILS

PLEASE RESERVE A BEDROOM COTTAGE
COTTAGE NAME

FROM TO ARRIVAL TIME (Approx.).....

WITH EXTRA BED/COT (PLEASE SPECIFY)

PARTY DETAILS

ADULT NAMES	CHILDRENS' NAME & AGES
_____	_____
_____	_____
_____	_____
_____	_____

PETS (PLEASE SPECIFY) _____

Please note pets are accommodated at **management discretion only** and may incur an additional cost

PAYMENT DETAILS

METHOD OF PAYMENT – ACCESS / VISA / MASTERCARD / DELTA / VISA DEBIT/ CHEQUE
I / WE ENCLOSE DEPOSIT / FULL PAYMENT FOR THE ABOVE ACCOMMODATION

FOR THE SUM OF

Card Number _____ Valid from _____ Expiry date _____

Security Code _____ Name as it appears on card _____

Billing Address (inc Postcode) _____

WHEN PAYING BY CREDIT CARD NO SECURITY DEPOSIT IS REQUIRED.
WE RESERVE THE RIGHT TO DEBIT THE CREDIT CARD FOR UNPAID TELEPHONE BILLS, UNPAID FUEL BILLS AND DAMAGES.
PLEASE NOTE THAT A 3% SURCHARGE APPLIES TO ALL CREDIT CARD TRANSACTIONS.
SIGNING THE FORM BELOW AUTHORISES US TO DEBIT THE CREDIT CARD AS ABOVE IF REQUIRED IT FURTHER CONFIRMS THAT
YOU HAVE READ, UNDERSTOOD AND AGREE TO ABIDE BY THE ATACHED TERMS AND CONDITIONS.

CHEQUES SHOULD BE MADE PAYABLE TO: LOUDOUN MAINS MANAGEMENT LIMITED

NAME..... SIGNED.....DATE.....

HOLIDAY TERMS AND CONDITIONS

For your information we provide the following services where applicable on a holiday let:

1. Full central heating where applicable
2. Full use of all facilities within the Country Club when available
(Note:- swimming lesson restrictions will apply)
3. WiFi broadband (costs £5.00 per week via “paypal”)
4. Catering facilities - electric oven, gas/electric hob, microwave oven, fridge, coffee machine, (dishwasher in 3 bedroom units)
5. Remote control colour television video/CD/DVD player
6. Weekly supply of linen and towels
7. Toilet rolls, washing up liquid, kitchen towels, etc.
8. Laundry – coin operated washer and dryers
9. Garden/patio with table and chairs
10. BBQ

The only additional charges you may face are for:

1. Any additional changes of linen and towels etc., these are available at the rates detailed in the Tariff.
2. Pets are allowed although there is an on site restriction on numbers. Please telephone to discuss your requirements. There are additional charges per animal for cleaning e.g. £10/week for 1 animal, £17.50/week for 2 animals.

At time of booking, please be kind enough to confirm any additional requirements (as above) and any allergies your party may suffer from e.g. feather pillows, woolen blankets, etc. When you arrive if we have missed any of the above or you require anything else, just ask and we will be more than happy to help!

Availability

We offer you the flexibility of starting your holiday on any day subject to availability, although we normally operate from Saturday till Saturday.

Reservation enquiries

Please contact us by telephone: 01560 321 246, Fax: 01560 320 657, by email salesandinfo@loudounmains.co.uk or at the address below.

Reservations

Please use the attached (or attached emailed) Booking Form. The cottages are offered subject to availability at the time written confirmation of your reservation is received, together with the appropriate deposit of not less than £50.00 per head. Deposits are non-refundable. All cheques should be made payable to **Loudoun Mains Management Ltd**. The remaining balance is payable eight weeks prior to your arrival. Please note that no reminders will be sent out, if the balance is not paid on time we reserve the right to cancel the booking with no refund of deposit.

Full payment is required at the time of booking if the date of your reservation is less than eight weeks from the commencement of your holiday.

Should you wish to make a reservation by telephone we will hold your accommodation for 48 hours. All provisional reservations will be cancelled unless your signed Booking Form with full deposit is received within 48 hours of your initial request. Reservations paid by cheque will be subject to cancellation up to 5 working days after receipt of cheque.

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Reservation dates can only be changed if notification of changes are given not less than eight weeks before your holiday start date and is subject to available alternative accommodation. An administrative charge of £20 is applicable. Payment is required with written confirmation of your instructions.

Overseas reservations

You are requested to pay by credit card, sterling draft, or cheque drawn on a UK bank, or directly into our bank account, please contact us directly regarding our bank details. Your bank at home will have London/English agents who will no doubt assist as necessary. Please note that extra charges may be incurred with certain methods of payment.

Members of your party

We will send you a receipt for your deposit. This will act as confirmation of your booking and details the balance to be paid and when it is due. If you have not already given full details of your party and approximate arrival time, please include these details with the payment of any balance, at least eight weeks prior to your arrival.

Cancellation

We are aware that even the best-laid plans can go wrong due to unforeseen circumstances. However, if cancellation occurs within eight weeks of your holiday, you will be liable for full payment. Cancellation Insurance is not compulsory, but we strongly recommend it, as we are unable to make refunds under any circumstances. Deposits are non-refundable.

Arrival and Departure

Cottages are normally ready by 4.00 p.m. Please collect your key from the Country Club reception. Check out time is strictly 10.00 a.m. on the day of departure.

Smoking

The interiors of all cottages are strictly non-smoking.

Pets

Most pets are allowed in the cottages although numbers are restricted. Walking dogs without a lead is not permitted. All mess should be disposed of in the appropriate manner and no animal should be left unattended for long periods of time (max two hours) unless by prior arrangement. Any damage caused by the animal must be paid for **immediately**. Noisy pets will not be allowed and additional charges for pets must be agreed in advance.

Conditions of Hire

Reservations of accommodation are accepted by Loudoun Mains Management Ltd including their agents, employees and other representatives (hereinafter referred to as LMML) on the following terms and conditions which cannot be varied other than in writing by LMML. **By completing and signing the Booking Form the Applicant (hereinafter referred to as the Hirer) confirms that he or she has read and fully understood these terms and conditions and the requirements set out in the Tariff and Additional Information and agrees to be bound by them.**

1. A deposit of not less than £50.00 per head is to be sent with the completed Booking Form to LMML followed by payment of the balance eight weeks prior to the holiday commencement date. Alternatively, a payment in full is to be sent if the booking is made less than eight weeks prior to the holiday commencement date.
2. Confirmation of acceptance of the booking is to be notified by issue of a receipt by LMML for monies received with the Booking Form.
3. The responsibility and financial liability of LMML is limited to the return of monies received in the event of accommodation, booked in good faith, not being available owing to storm or fire or any other cause beyond its control. The Hirer will be advised of any such circumstances as early as possible and will (where feasible) be offered alternative accommodation of a similar type, standard, location and price.
4. LMML does not accept liability or responsibility arising from the use of accommodation and amenities offered to hirers, their families or friends, for any accident to them or for any loss or

damage to their property, including personal belongings, cash, jewellery and motor vehicles, however caused, during their stay. Cont.../

5. LMML takes every care to ensure the accuracy of property descriptions in its brochure but reserves the right to make modifications to the property which, in its sole judgement, it regards as necessary in the light of operating circumstances. All information is believed to be correct at the time of publication of the brochure, Tariff and Additional Information and is given in good faith and LMML cannot be held responsible for any errors, or the results of such errors, or accept responsibility for changes to, or the withdrawal of, specified amenities in its Brochure. LMML does not accept liability for occurrences or resulting damage caused by circumstances outside its reasonable control, such as faults in the electrical or plumbing installations, the breakdown of domestic appliances, invasion of pests, exceptional weather conditions, or negligence resulting in loss, injury or accident.
6. Any dispute arising between LMML and a Hirer, if not mutually resolved, shall be referred to a single arbitrator to be agreed, or in default of such an agreement, to the President for the time being of the Law Society or Institute of Arbitrators in accordance with the provisions of the Arbitration Act 1996 or any statutory modification thereof for the time being in force.
7. LMML reserves the right to decline accommodation to, or expel, any hirer or visitor for conduct which, in its sole view, is detrimental to any property/or tenant within its jurisdiction or the comfort of other visitors/members/tenants. Should this be the case no refund will be offered unless the said accommodation is re-let for the remainder of the stay. LMML reserves the right to enter a property at any time but will endeavour to do so when convenient to the Hirer.
8. **The Hirer undertakes to keep the property and furniture, fixtures, fittings and effects in or on the property in the same state of repair and condition as the same are in at the commencement of the hire (reasonable wear and tear accepted) and shall pay to LMML the replacement value of any part of the property, furniture, fixtures, fittings and effects as are destroyed or damaged so as to be incapable of being restored to its former condition.** A list of the contents of the property and the replacement value of each item are deposited in the individual Cottage Handbook.

The persons sleeping in each property must not exceed the number indicated on the Tariff schedule, other than for babies in cots. Any Hirer exceeding this limit invalidates our insurance and in doing so will become liable for any damage, however caused.