

3 BED BOOKING FORM

Name: _____

Address: _____

Tel.No. (Daytime): _____

Tel.No. (Evening): _____

Fax.No: _____

E-Mail: _____

Arrival Date: _____ Departure Date: _____ No. of nights: _____

Details of your party		
Surname	Forename	Age (if under 21)

Payment		£
Cost of rental		
Security deposit £275	+	275
	+	
Pool heating @ £100.00 per week (recommended September – May) (IF REQUIRED)	+	
TOTAL COST	=	
Reservation deposit @ £250	-	
BALANCE DUE (60 days prior to arrival)	=	

Would you like us to provide you with competitive flight & car hire rates? YES/NO (Please tick)

How did you find out about our villa? _____

DECLARATION	
<p>I do hereby certify that on behalf of the persons named on this booking form, by whom I am authorised to make this booking, that we have read the Terms & Conditions overleaf and I am hereby authorised to sign on their behalf. I am over 21 years of age.</p>	<p>Signed: _____</p> <p>Date: _____</p>

**Completed forms with accompanying payment should be sent to
Mrs L. Letchet, 32 High View, Pinner, Middx, HA5 3PA. Cheques to be made payable to Mrs. L.G Letchet.
Telephone number for enquiries 020 8933 1700.
Fax 0870 134 2852**

WE RECOMMEND THAT ALL GUESTS TAKE OUT INDEPENDENT TRAVEL INSURANCE TO COVER THEIR HOLIDAY

TERMS & CONDITIONS

All rentals are subject to the following terms and conditions:

- BOOKING:** The signing of this booking form confirms the acceptance of the terms and conditions set out below and shall be binding on the persons intending to occupy the premises whether or not such persons have signed the booking form. Each booking will be confirmed as soon as reasonably possible after receipt of the signed booking form and the appropriate deposit. If the booking form is emailed back having been completed this also confirms acceptance of the terms and conditions
- RESERVATION DEPOSIT & PAYMENT OF BALANCE:** The reservation deposit of £250 per rental of up to 14 nights, or £125 per week if over 14 nights, is payable with the completed booking form. The full balance is payable no later than 60 days prior to the date of rental arrival. Bookings made within 60 days of the commencement date require full payment with the booking form.
- ADDITIONAL SECURITY DEPOSIT:** In addition to the reservation deposit, a security deposit of £275 is payable to cover breakages or damage to the premises and/or its contents, missing items, or cleaning costs (i.e. stains or spills to carpet or furniture) other than those normally incurred in connection with the occupation of the premises. It should be noted that the property will be clean, and beds made ready for your arrival and that the clean charge on departure is included in the rental fee. However, laundering of dirty linen in excess of one set per bed will be charged for and deducted from the security deposit. The security deposit is refundable, within 21 days of vacating the premises, on verification from the management personnel, that all is in order and that no damage has occurred.
- CANCELLATIONS:** If the balance of the sum due, as shown on the booking form, remains unpaid 60 days prior to the rental arrival date, the Owners reserve the right to cancel the booking, and in this event, the deposit will be forfeited. If the client cancels after the booking is confirmed the following cancellation charges apply:
More than 60 days: loss of deposit
Between 30 – 60 days: 50% of rental fee However, every effort will be made to re let the premises, in which
Less than 30 days: 75% of rental case, the deposit only will be forfeited.
- UNAVOIDABLE CHANGES:** If after the booking you need to change your vacation dates, we will do our best to make the requested change. However, if this is not possible, the above cancellation charges apply. The property owner reserves the right to amend or cancel the booking when necessitated by circumstances beyond his control. In such circumstances, the owner will notify the client immediately he becomes aware that an amendment or cancellation is necessary, and he will take all reasonable steps to replace the cancelled booking with a property of similar or better standard in as similar location as possible to the rented property. In the event that he is unable to suitably replace the cancelled booking, all monies paid by the client to the property owner will be refunded and the property owner will not be under any further liability to the client. The owner takes no responsibility for any inconvenience caused by building work being carried out in the vicinity of the villa. In the unlikely event this does occur it is up to the client to report this to the management company.
- FORCE MAJEURE:** The Owner accepts no responsibility or liability whatsoever for any loss or damage or alterations to the terms of the booking affected by matters over which the Owner has no control, including, but not limited to, war, hostilities, strikes or other industrial disputes, natural disasters, fire, acts of God, terrorist activities, technical problems with transportation, flight delays or cancellation, epidemics, weather conditions, Government action or other circumstances amounting to “*force majeure*” .
- COMPLAINTS:** Should a problem arise relating to the premises the client should contact the local management personnel, details of which are contained in the information folder which is sent to the client on receipt of rental balance.
- AVAILABILITY:** To enable cleaning and preparation to be completed between rentals, the premises will be available for occupation from 4 p.m. on the first day of the rental period and vacated by 10 a.m. on the day of departure. Arrivals and departures outside of these times can sometimes be arranged, and we ask that you please check with the owners or management personnel a few days before your arrival/departure.
- LIABILITY:** This property is privately owned and the homeowners and the management personnel accept no responsibility whatsoever for personal injury, accidents, loss or damage to persons or personal effects however caused.
- SAFETY & SECURITY:** Under no circumstances may more than the maximum number of persons identified on the booking form occupy the property, except by prior written agreement. Fire Regulations permit up to 8 occupants. Our management personnel reserve the right to refuse admittance if the condition is not observed. The pool is used at guests’ own risk. Children must be supervised at all times when in the pool and pool area. No glass to be taken to the pool area.
- PETS:** No pets at all can be taken into or be kept on the property by our clients or their visitors.
- SMOKING:** No smoking is allowed anywhere in the property.
- POOL/JACUZZI HEAT:** Is a chargeable extra. Please note - temperatures cannot be guaranteed and are subject to prevailing weather conditions and during the cooler months the pool and Jacuzzi cover, if provided, MUST be used by guests! If requested after arrival only full week’s payments and not pro-rata days accepted. Please also be aware that it can take 2 days to heat up properly. We will not enter into discussion concerning any complaints regarding pool temperatures. **In the event of pool heater breakdown or other circumstances beyond our control, we (or our representatives) will do our/their best to rectify the problem asap. In such an event our liability will be limited to refunding the pool heat payment to the guest for the number of days the heater is out of action only - no other compensation will be paid.**