Atlanta Booking Form

Please complete the following form, print it and post it along with your deposit to the address shown below. Thank you for booking Atlanta. We are sure that you will enjoy your stay.

Name	
Address	
Post Code	
Contact Details	
Home Telephone	
Office Telephone	
E-mail	
Date of Arrival	
Number in Group	
Approximate Time of Arrival	
Date of Departure	
Would you like to book any of the following items (at no additional cost)	
High Chair	
Cot	
Please provide any other information that will help make your stay more enjoyable	
I enclose 25% non-returnable deposit of £ payable to P. Jennings. The balance of £ plus £300 security deposit is due 8 weeks before the date of arrival. If a booking is made within that period, the full payment must be sent with this booking form together with £300 security deposit.	
You acknowledge that you are signing this agreement with full knowledge of our terms and conditions of booking and that you sign this accepting those terms.	

Signed ---------- Date ----------

Please sign and send this form to:

Michelle Billington, 42 Upper Crescent, Minster Lovell, Oxfordshire OX29 0RT
Telephone 01993 702252
www.athinacottage.co.uk
enquiries@athinacottage.co.uk

N.B. The £300 security deposit will be refunded in full within 2 weeks of departure once we have cleaned and checked that no damage has been done to the property or its contents. Pets are permitted only by prior arrangement.

Terms and Conditions

You are responsible for you and all members of your group leaving the property, all furniture and effects in good order and condition. Any damage to the property or contents should be reported to the housekeeper immediately to allow for rectification as soon as possible.

The property may only be used by the number of people stated on the booking form or agreed by us. Our housekeeper will not accept any additional people into the property.

Any subletting arrangements are not permitted. Caravans, tents or additional accommodation may not be used on the property.

You are responsible for the security of the property and the contents during occupation. Baggage and personal effects are at all times at your own risk.

Occupation is from 4.00 pm on Friday to 10.00 am on the Friday / Monday of departure (or day / date as agreed).

Lighting fires or burning rubbish on the property is not permitted.

The owners or their representatives cannot be held responsible for loss, injury, damage, flood, fire, weather, act of God, labour troubles or act of you or members of your group and cannot be held responsible for failure of travel arrangements.

Cancellation of booking must be made in writing. Any cancellations made within 8 weeks of the commencement date will incur liability for the full charge. However, every effort will be made to re-let and if successful, a refund will be made less any expenses incurred in obtaining that relief.

We cannot be held responsible for equipment failure, although every attempt will be made to fix any failure as soon as possible and these should be reported to the housekeeper.

Important Note – Please read carefully

Use of the pool, spa and sauna areas are totally at your own risk. No glass is to be taken into the pool area at any time. No responsibility whatsoever will be accepted by the owners or their representatives. No children under the ages of 14 years old are allowed to use the pool without adult supervision. No running, jumping or diving is permitted.

- Children under 14 must be supervised in the garden area at all times.
- When you confirm a booking, you will be held to have read, understood and agreed to these terms and conditions.
- To confirm your booking, we require a signed copy of the booking form (which also confirms that you agree to these terms and conditions), and a deposit cheque.
- Any disputes will be dealt with under the laws of England and Wales.
- If you do not vacate the property by 10.00 am on the day of departure an additional charge of £20 per hour or part hour will be charged.

Thank you.