

# Hollyhocks Cottage

Docking Norfolk



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**I Oddfellows Row Little Lane Docking Norfolk PE31 8NS**

## BOOKING FORM

**Please use block capitals**

Name: (Party Leader)

Title: (Mr/Mrs/Ms etc)

Full Address

including Post Code:

Telephone:

Daytime:

Evening:

Mobile:

email:

I / We would like to book Hollyhocks Cottage for: .....**nights**

**Arriving:** .....**20...** **Leaving:** .....**20...**

Full rental of cottage: (refer to tariff) £.....

Security deposit: £150.00

No. of sets of towels @£5.00 per set: £.....

Total: £.....

I enclose a cheque (payable to Beverley and Bryan Levy) made up as follows:

**DEPOSIT:** (one third of rental cost) £.....

OR

**FULL PAYMENT:**

(less than eight weeks to arrival date) £..... (including security deposit of £150)

Full names of party members (max number is 4) and ages if under 18:

1  3

2  4

I / We have read and agree to the booking conditions which apply:

Signed:  Date:

**Please keep a copy of the booking conditions and this form for your records.**

Beverley & Bryan Levy 2 Rossley Close Highcliffe Christchurch Dorset BH23 4RR UK

Tel: 01425 277134/07958 792603/07733 104171 Email: [stay@hollyhockscottage.co.uk](mailto:stay@hollyhockscottage.co.uk)

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## **GENERAL INFORMATION AND BOOKING CONDITIONS**

- 1 Bookings are accepted on condition that good care is taken of the property and its contents, and that the cottage is left clean and tidy. Should the property be found to require significant extra cleaning as a result of how it was left then these additional costs will be deducted from the security deposit. We ask that on the day of departure all the beds which have been slept in are stripped and the sheets left in the rooms.
- 2 Smoking and naked flames are prohibited inside the cottage and within the property's boundary.
- 3 Hollyhocks Cottage is available from 3.00 pm on your arrival day until 10 am on the day of your departure, unless special alternative arrangements have been made.
- 4 Bookings will be accepted on receipt of a completed Booking Form and a non-refundable deposit of one-third of the total rental fee. You must be over 18 years of age at the time of making a booking.
- 5 The balance of the rental fee is payable eight weeks before arrival. Where bookings are made less than eight weeks before arrival, the full rental is payable on booking.
- 6 We require a security deposit of £150, payable with the final rental payment. This will be refunded within fourteen days after departure providing there are no breakages or damage.
- 7 A confirmation of receipt will be emailed or posted for all monies received.
- 8 In the event of cancellation by you, the full rental will be due. However we will endeavour to re-let the property and if so the balance will be waived or returned as appropriate.
- 9 Please take out your own insurance to include cover for cancellation and personal property.
- 10 Heating, hot water, bed linen and duvets are included in the rental. Towels can be provided at extra charge.
- 11 Guests undertake to be responsible for the security and safety of the cottage during the let. All windows and doors must be secured when guests are away from the cottage.
- 12 Personal property is at the guest's risk at all times, as is any car and its contents. No responsibility can be accepted for injury, loss or damage to guests or their property.
- 13 Faults, accidents, breakages or any damage must be reported without delay, however small. Apart from very minor incidents, damage or breakages should be paid for. Should the costs exceed the total value of the security deposit any balance is payable on demand.
- 14 For safety and insurance, the number of people sleeping at the accommodation shall not exceed those shown on the booking form. The maximum is 4. We reserve the right to refuse admittance if this condition is broken. In addition we reserve the right to refuse or revoke any bookings from parties that may in our opinion and sole discretion be unsuitable for the property concerned. We reserve the right to repossess Hollyhocks at any time, where you or any member of your party has caused excessive damage or is behaving in an illegal, offensive or immoral fashion. We shall not be liable to make a refund in these circumstances.
- 15 If for any reason beyond our control, the property is not available on the date booked, we will refund all monies paid in full, but there shall be no further claim against us.
- 16 Please advise us of any special needs requirements before booking. Some ceilings and doorways are low and the stairs steep and narrow. We regret we cannot accept pets. The garden is not enclosed.
- 17 We cannot accept liability for events outside our control eg breakdown of appliances, plumbing, wiring, temporary invasion of pests or damage resulting from exceptional weather conditions.
- 18 We may require access to the property to carry out repairs, inspections etc. Wherever possible we will advise you as soon as we are aware of the date and time the access is required. We will do our utmost to avoid this situation arising during your holiday.