# **Hornton Grounds Booking Form**

| Booking reservation                                                                        |                            |
|--------------------------------------------------------------------------------------------|----------------------------|
| Commencing at 4pm on                                                                       | Departing at 10:30am on    |
| Booking Type                                                                               |                            |
| Bed and Breakfast                                                                          |                            |
| Personal Details                                                                           |                            |
| Title                                                                                      | First Name                 |
| Address                                                                                    | Surname                    |
|                                                                                            | Home phone                 |
|                                                                                            | Mobile phone               |
|                                                                                            | Email address              |
|                                                                                            |                            |
| Postcode                                                                                   |                            |
|                                                                                            |                            |
| Number of visitors                                                                         | Extras required            |
|                                                                                            |                            |
| No. of children                                                                            |                            |
| No. of adults (over 18)                                                                    |                            |
| Total no. of guests                                                                        |                            |
|                                                                                            |                            |
| Dog (Yes/No)                                                                               |                            |
| Names of your party (and age if under 18)                                                  |                            |
| 1                                                                                          | 4                          |
| 2                                                                                          | 5                          |
| 3                                                                                          | 6                          |
| 7                                                                                          | 8                          |
| We have 3 double room and 1 Twin room (with 2 single beds).  *** All rooms are non-smoking |                            |
| All rooms are non-smoking                                                                  |                            |
| Jade View (Super King bed)                                                                 | West Wing (King size Bed)  |
| Oriental (Double bed)                                                                      | Courtyard View (Twin beds) |
| ,                                                                                          | ,                          |
|                                                                                            |                            |
| I agree to abide by the conditions displayed below & I enclose a 25% deposit               |                            |
| Signed:                                                                                    | Date:                      |
|                                                                                            |                            |
| Please make cheques payable to Thomas & Vint Ltd and post to:                              |                            |
| Hornton Grounds, Hornton, Nr Banbury, Oxfordshire OX15 6HH                                 |                            |
|                                                                                            |                            |

# **Hornton Grounds Booking Form**

# Terms and Conditions

All rooms are non-smoking

Children minimum age 10 years

Dogs by prior arrangement but must be kept on a lead at all times.

We make an additional charge of £10 for dogs who are accepted provided that owners pay for any damage.

#### Bookings/ payment

Bookings may initially be made by email, phone or fax but will only be confirmed on receipt of a non-refundable deposit of 25 % of the total amount due. The balance is due before departure.

## **Deposits**

All deposit payments are payable within 48 hours of making the booking request. Payment can be made by Debit or Credit Card or sterling cheque payable to Thomas and Vint Ltd. On receipt of your deposit/payment a confirmation will be sent to you either by email or post to confirm the details.

#### Cancellations of accommodation

The deposit is non-refundable. The cost of the first night booked is still payable if the booking is cancelled with less than 2 days notice of arrival. If we cancel a confirmed booking our liability is limited to the return of all payments received.

#### Arrivals/ Departures

Guests are welcomed any time from 4.00pm – 10.00pm and are asked to vacate their rooms by 11.00am on the morning of departure, unless by special prior arrangement.

# Allergy Sufferers

Please note that we have two dogs who live in the house.

#### Breakages/ Deposit

We reserve the right to make any booking subject to a deposit against inventory and cleaning, refundable within one week after the stay has ended less any damaged or missing items.

#### **Damages**

The rooms and all equipment should be left clean and tidy at the end of the booking period. An additional charge may be made if extra cleaning is required. In the unfortunate event of a breakage or damage this should be reported to us as quickly as possible and paid for at the end of your stay.

# Losses

We cannot accept any liability for any loss , damage or expenses of any kind sustained by a guest whatever the cause might be, including negligence.

# Right of Entry

The owner shall be allowed the right of entry to the rooms' at all reasonable times for purposes of inspection or to carry out any necessary repairs or maintenance.

#### Complaints or Oueries

If you have any problems please contact us immediately. Complaints not reported at the time cannot be entertained subsequently and it is regretted that no correspondence can be entered into in the case of complaints made after you have returned home , when it is impossible for them to be effectively investigated.

## Accessibility

Number of floors two- please view our access statement for full details.