

## **The Old Vicarage Terms and Conditions**

Thank you for choosing to book with The Old Vicarage. We look forward to welcoming you. When you make this booking you are entering an agreement with us. Please read our terms and conditions of booking below

The price includes accommodation plus any board indicated. Unless clearly stated on the booking form all extras such as additional meals, telephone drinks etc. are additional. We accept the following forms of payment:

Cash, cheque with bankers card, debit cards, credit cards.

### **Cancellation and Insurance**

Once you have booked your stay, our agreement is a legal contract and any deposit you may have paid is non-refundable. If you need to cancel please contact us immediately. For cancellations made up to 7 days before your booking you will not be liable for the total balance. For cancellations made after this time or by failing to take up the booking without cancelling you will be liable for the total amount. For this reason you may wish to take out cancellation insurance, which is inexpensive and can be obtained from any good broker.

### **Non-availability**

We would only cancel your booking if your accommodation was unavailable for reasons beyond our control. We would attempt to offer you alternative accommodation, however if this was not possible, or unacceptable to you, then we would refund all monies paid by you. Our liability would not extend beyond this refund.

### **Arrival**

Your accommodation to you is from 4.00pm on the day of arrival, unless otherwise arranged. Please let us know if you plan to arrive after 6.00pm.

### **Departure**

Please be ready to leave your accommodation by 10.00am on the day of departure, unless otherwise arranged. Your bill for the accommodation and any extras or services taken during your stay is payable on departure.

## **Damages and Breakages**

Please take care with our accommodation. You are responsible and liable for any breakages or damages which you cause to the accommodation or its contents. Please report these as soon as they occur. We do not normally charge for minor breakages, but we may send you an invoice for repair or making good if the damage or breakage is significant, and we may make an additional charge of £30.00 if you did not report this.

## **Liability**

We do not accept any liability for any damage, loss or injury to any member of your party or any vehicles or possessions, unless proven to be caused by a negligent act by ourselves or our employees or contractors whilst acting in the course of employment.

## **Data**

Any data gathered during the course of this booking may be held on computer. We look forward to welcoming you to The Old Vicarage.

## **Payment Details**

On booking a reservation we require a deposit equal to the cost of the first night, for one night bookings we require payment in full at the time of booking. We will charge this to your credit card or you must make sure that this reaches us within 4 days of making the booking. We will send you an email or letter confirming the booking and letting you know what the outstanding balance is. The balance is due on departure.

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