

PARK COTTAGE BOOKING FORM

Arrival date _____ 16:00hrs Departure date _____ 10:00hrs Agreed rate £ _____

Title (Mr, Mrs, etc.) _____ Initials _____ Surname _____

Telephone number: _____ Mobile: _____

eMail _____

Address _____

Postcode _____

Party details: please enter name and A/B/C box where A= Adult 18 and over B= Infant under 2 C = Child 2-18 (please insert age)

Name of guest (max 10)	A	B	C	A	B	C
John Smith	A			Michael Smith		12

Beds: The property sleeps 9 +1 in 5 bedrooms. Normal layout is as follows: 1 king +1 in adjoining room, 1 twin, 1 single, 1 ground floor twin, 1 ground floor zip and link twin or superking. **Disabled guests please check access before booking.**

Please tick as appropriate, or call for assistance. 2 x Ground floor twin or 1 ground floor superking

Dog max 1 dog by arrangement T/cot High chair

Booking deposit: 20% of rental or £250 whichever is lower or if booking within 8 weeks of holiday, the full amount is payable. *Booking deposits and balances are NON-REFUNDABLE (are you insured?- see overleaf)* £ _____

Extras: Dogs (+£25 per dog. NO OTHER PETS ACCEPTED) £ _____

Balance: due 8 weeks before holiday unless otherwise agreed £ _____

Security deposit: £200 refundable security deposit due 8 weeks before holiday unless otherwise agreed £ _____

Total £ _____

The Security/Housekeeping Deposit is payable at the time the balance is paid, and may be returned in full if property is left in a satisfactory order at the end of the let. (See Conditions of Let.).

Declaration – I undertake to leave Park Cottage in a clean and tidy condition and by signing this booking form I agree to the Conditions of Let as detailed overleaf.

Signature _____ Date _____

Payment by Cheque payable to Escape to Galloway with your reference (see Conditions of let) and post with your SIGNED form to the address below;

by Credit Card **by Debit card** no handling surcharge applies.



Card number _____ Security number _____
3 digits on signature strip

Valid from _____ Expiry date _____ Issue No. (if applicable) _____

Print name _____

Cardholder's address _____

Post code _____

Cardholder's signature _____ Your card will be charged by Escape to Galloway

Please indicate how you heard about us: Country Living Scotsman Coast Countryfile other advert (please state title) _____

Web search Keywords used: _____

Name of holiday cottage website visited: (e.g. justcottages.co.uk) _____

FOR HELP with any aspect of your booking call Mrs Alex Walter +44(0)1988 600600 or email info@escapetogalloway.co.uk

You can complete your form and email as a scan or photo attachment or post to the address below.

CONDITIONS OF LET

General

1. PARK COTTAGE is owned and managed by Mr and Mrs W Murray. Any hiring contract is between the hirer and the owner.
2. Your booking must be for holiday purposes only. The property must not be used for gatherings such as weddings, parties or filming except by prior written agreement. If the property is to be used for these purposes an increased Security/ Housekeeping Deposit will be required and all breakages and repairs will be deducted from this.
3. Once we have accepted your booking and payment then required, a contract has been entered into which includes these Conditions and Scots Law governs such contract. By making the booking you commit yourself to paying the balance on the due date. This still applies even in the event of a cancellation.
4. The person signing the booking form must be over 18 years of age and signs on behalf of all persons who will use the property during the period booked. By signing the booking form you declare that you have read and agree to abide by the Conditions therein. If any of the Conditions of Let are contravened, the owner or their representative has the right to deny access to the property or expel you and members of your booking from the property and no money will be refunded.
5. Excluding babies in cots, the number of people sleeping in the property and its grounds must not exceed the number shown in the property details except by written agreement. All names of guests (and addresses if different from the person making the booking) must be shown on the booking form or additional pages. No additional guests may be permitted without written agreement from the owner/manager.

Pets

6. Dogs must not be allowed in bedrooms, on soft furnishings, or allowed to foul the immediate surroundings. Please be sure to clean up after your dog. Dogs must be kept under control as poultry and livestock are kept nearby. Leads may not be necessary within the enclosed garden area or on the beach. See individual house description for any special conditions (e.g. kennels etc.). No other pets are permitted unless agreed in writing in advance or you may be asked to leave the property and forfeit your security deposit.

Liability

7. In signing the booking form you agree to indemnify us against all loss and damage arising directly or indirectly to the property and its contents from any deliberate or negligent act or omission by yourself, or any other person or animal accompanying you.
8. The owner of the property cannot accept responsibility for any loss or damage to any belongings, nor injuries sustained by you or any member of your party.

Security/Housekeeping Deposit

9. You are required to pay a Security/Housekeeping Deposit, which is returned to you in full subject to the house being left clean, tidy and without damage. On arrival, if you have any concerns regarding the condition of the property that you think may be relevant, please advise the owner/agent. In the event of a dispute the housekeeper or person responsible for preparing the property has the final word. See clause 7. The owner reserves the right to levy a charge in relation to any damage to the property or contents thereof. Such charge may be deducted from the security deposit or debited to your debit/credit card as appropriate.

Booking and payment

10. A provisional booking made by telephone will be held for a maximum of 5 days. If the booking deposit or appropriate payment is not received within 5 days, the booking will lapse. Last minute bookings less than two weeks prior to holiday date may not be provisionally booked.
11. If you pay a deposit, the balance becomes due at least 56 days before the beginning of the holiday. We do not undertake to remind you and the booking will lapse should the balance not be received.
12. The appropriate Security/Housekeeping Deposit must be paid at the time the balance is paid or as otherwise agreed. This will be banked and returned within 14 days following the let, subject to the property being left as found.
13. If the booking is made less than 56 days prior to the holiday, the full rental is payable on booking.
14. Payments to be made in GB pounds Sterling unless otherwise agreed. We accept MasterCard, Visa, Visa Delta, Switch, Amex and payment via online banking and by cheque. **Cheques are payable to Escape to Galloway** followed by your reference ****PARKddmmyy where * = first 4 letters of the surname of the person who has placed the booking and where PARK = Park Cottage, followed by the date, e.g. SMITPARK120816. Or you may pay using online banking. Royal Bank of Scotland Whithorn branch Sort code: 83-28-06 Account: 00140565 Account name: Escape to Galloway quoting the first 4 letters of the surname in which the cottage is booked, followed by PARK and date of your visit e.g. Mr Smith has booked for 12 August 2016 gives reference SMITPARK120816. For the purpose of security deposit refund please provide your account name, number and sort code in your correspondence when you advise us that you have paid direct into the bank account.

Refund policy

15. All booking deposits and balance payments are non-refundable, we therefore strongly recommend that you take out cancellation insurance. We will however endeavor to re-let all or part of the booking dates in question and if successful may, at the owner/property manager's discretion refund the balance less any administration and re-advertising costs.

Owner Liability

16. The owner shall not be liable if the Cottage is not available for your booking nor any loss or damage suffered by you caused by any circumstances beyond the owner's reasonable control (e.g. fire, flood, exceptional weather conditions, power-cut, act of war, terrorism).
17. If for any other reason beyond the owners' control the property is not available on the date booked, in the event that the circumstances are covered by the owner's insurance policy, alternative accommodation may be offered until such time as the Cottage becomes available during the booking period. If no such accommodation is available in the event of a successful insurance claim the owner will refund any money paid with respect to the booking and the hirer shall have no further claim.
18. The owners take great care that the information they provide is accurate. However, they cannot be held responsible for any inaccuracies or for their judgement of the qualities of the amenities in the area.

HOLIDAY INSURANCE

ONCE YOU HAVE MADE A BOOKING AND PAID A DEPOSIT YOU ARE LEGALLY BOUND TO PAY THE BALANCE BY THE DUE DATE.

We strongly recommend that you purchase holiday cancellation insurance. This may be provided by your credit card provider or your bank.