

## **BOOKING TERMS AND CONDITIONS**

1. Weekly lettings are Saturday (4pm) to Saturday (10am) for a maximum of 6 persons. This number is a maximum under Fire and Insurance Certificate conditions and may not be exceeded. Short break bookings have flexible start and finish times.

2. Two dogs are welcome free of charge. Under no circumstances are pets to be left in the cottage on their own, nor should they be allowed into the bedrooms. We reserve the right to refuse certain breeds of dog. Dogs must be leashed when walked around the farm but there will always be a field where they can be unleashed and exercised. The area around Swallow Cottage is secure and dogs can be left off the lead.

3 To reserve the property please first check its availability by telephone, fax, or email. Any provisional booking will be held for 5 days to allow you to forward the booking form and your deposit to us. Alternatively you can confirm by telephone and pay by cheque or bank transfer. On receipt of your booking form we will confirm your booking in writing and issue an invoice for the balance of your rental charge and the date for its payment. We may, at our discretion, also ask for a security deposit of £50 against non-accidental damage, extra cleaning costs or breakages. This security deposit is refundable in full if the property is left as found and can be paid as a separate cheque on arrival. If any deductions are made from your security deposit we will clearly state why. If your booking is made within eight weeks of your stay the full rental must be paid at the time of booking. Once a booking is made the cost of the accommodation will not be increased.

3a SHORT BREAKS. These are often last minute arrangements so please check latest availability by telephone, fax or email. We will respond quickly and hold a provisional booking for 48 hours, asking you to confirm by telephone and pay by bank transfer or cash on arrival. The full rental is payable on booking. We will send any paperwork and location maps by email or fax or post if there is sufficient time.

4. Final payment is due eight weeks prior to the date of your arrival. You may pay by bank transfer or send a cheque. A receipt will be issued together with a map and directions to Swallow Cottage. We will also be pleased to provide you with any further information you may require.

5. We have taken care to provide accurate and reliable information about the property and we take great care to ensure that the cottage is clean and as described on the internet and in our brochure. Any problems, defects or shortages should be reported to us so that remedial action can be taken. Any shortage or defect which cannot be rectified within a reasonable period of time and therefore threatens to affect your enjoyment of your holiday will entitle you to a proportion of the booking cost as compensation. Our liability will not exceed the amount paid by you for the accommodation nor will we be liable for any loss, damage or inconvenience in the event of war, riots, civil strife, terrorist activity, industrial disputes, natural disasters, adverse weather conditions, transport problems or any other matters beyond our control.

6. In the event of the owner having to cancel your holiday due to unforeseen circumstances, such as substantial damage to the property or severe illness of the owner, we will notify you as soon as possible and immediately refund all monies paid to date, whereupon our liability will cease.

7. Cancellation charges. Once a booking has been confirmed in writing and the deposit paid, you are liable for the full rental for the period booked. Should you need to cancel your holiday you must advise us immediately and confirm this in writing. We will make every effort to re-let the week(s) but if we are unable to do so the following cancellation charges will be applied:

More than 8 weeks before the holiday commences - loss of non-refundable deposit only.

Less than 8 weeks before the holiday commences - loss of the full holiday cost.

If for any reason you do not pay the balance by the specified time we reserve the right to cancel your booking and charge you the balance outstanding. You are strongly advised therefore to take out appropriate cancellation insurance for this booking. We will send you a proposal form which you may wish to consider.

8. A booking of the property gives you the right to quietly use and enjoy the property for the agreed period. In as much as we are responsible for the cleanliness and maintenance of the property you are responsible for respecting its contents and amenities, leaving it in good order and a clean condition on departure. Any serious abuse of the property, smoking in the property, or occupation of the property by more than the stated maximum will result in the full loss of the security deposit.

9. Bookings made over the telephone, by fax or email, are deemed to be in accordance with, and an acceptance of, these terms and conditions, which are also published on our website.

## BOOKING FORM

Name:.....

Address:.....

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Telephone:.....Email:.....

Booking dates:.....

No. Adults:..... Children:..... Cot required YES/NO (delete)

No. Dogs:..... Breed of Dogs:.....

Total Rental: £..... Deposit enclosed: £.....

The deposit is **£75.00** per week and is required to confirm your booking. Once the booking has been confirmed in writing and the deposit paid, the hirer is liable for the full rental for the period booked. The deposit is non-refundable so we recommend that you take out appropriate cancellation insurance for this booking. (See enclosed proposal form). We will issue a receipt confirming your booking and advising you of the due date for the balance of your rental.

I HAVE READ THE BOOKING TERMS AND CONDITIONS AND ACCEPT THEM ON BEHALF OF ALL PERSONS RESIDING IN THE PROPERTY, ON WHOSE BEHALF I AM AUTHORISED TO MAKE THIS AGREEMENT. I AM OVER 18 YEARS OF AGE.

Signed..... Date.....

**Send to: Mrs J. Cain, Penlan Farm, Penrhiwpal, LLANDYSUL, SA44 5QH, U.K.**

I wish to pay by Cheque  (payable to Mrs J. Cain)

I wish to pay by Bank Transfer

**LLOYDS/TSB**

**SORT CODE: 30-91-65**

**ACCOUNT NO: 00757479**

For overseas clients:

**BIC: LOYDGB21602**

**IBAN: GB48LOYD30916500757479**