



# ELLERYS - BOOKING FORM

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Please reserve Ellerys for \_\_\_\_\_ nights / week(s)

Arriving on: \_\_\_\_\_ 20\_\_ and departing \_\_\_\_\_ 20\_\_

Number in party: \_\_\_\_\_ total ( \_\_\_\_\_ adults \_\_\_\_\_ children) \_\_\_\_\_ dogs

Names of ALL members of your party (where under age of 18, please show age):

\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_)

\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_)

\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_)

\_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_)

If a dog is included in the party please give details of age and breed

\_\_\_\_\_

Rent for \_\_\_\_\_ nights / week(s) (after discount): £ \_\_\_\_\_

Supplement for dog (£40): £ \_\_\_\_\_

Total rent due: £ \_\_\_\_\_

Deposit payable to confirm booking: £ \_\_\_\_\_

Outstanding Balance (payable 8 weeks prior to holiday): £ \_\_\_\_\_

I have read, understood and accept the Conditions of Booking, Additional Booking Information and Privacy Notice.

I confirm that I am aged 18 years or over.

Deposit / Total Rent of £ \_\_\_\_\_ is enclosed / paid by BACS on \_\_\_\_\_

*If you are sending the **total** rent please include a security cheque (dated for the start of your holiday); if all is in order at the end of your stay this cheque will be **destroyed**.*

*If you would like to be included on our last minute vacancies and advance booking list please indicate here*

**Signed:** \_\_\_\_\_ **Date** \_\_\_\_\_

*If, after the booking has been confirmed, you wish to make changes to the members of your party please contact Gill Prater; it will not normally present a problem.*

## TO MAKE A BOOKING:

1. Please telephone Gill Prater on 03456 44 27 99 or email her at [gill@ellerys.net](mailto:gill@ellerys.net) to confirm that Ellerys is available for the dates you require.
2. Please note that we operate a policy of “first come, first served” and do NOT reserve dates for repeat bookings for the equivalent week in the following year.
3. Please note that we do not take bookings from large single groups.
4. A provisional booking may be made; if both the deposit AND booking form are not received within **7 days** the provisional booking will be cancelled.
5. Please complete this booking form and return it to Gill with the 25% deposit. If your holiday is due to start within 8 weeks of the booking the **full** amount should be sent with the booking form.
6. If the rent is paid in **FULL** at the time of booking, **and at least 6 calendar months in advance of the commencement of your holiday**, you may deduct 2.5% from the total rent. (Once a booking is confirmed by payment of a deposit then this offer is no longer available.)
7. Cheques must be made payable to ‘ELLERYS’. If you wish to make the payment by BACS transfer, please telephone or e-mail Gill for details of Ellerys’ bank account. Any bookings from outside the UK must be paid by either a cheque drawn from a UK bank or by sterling draft.
8. Upon receipt of the deposit and booking form, confirmation of the booking will be sent to you together with further information about your stay at Ellerys and Padstow. **Please note that both the deposit AND booking form must be received before your reservation can be confirmed.**
9. The balance of your rent must be received no later than **8 weeks** before your holiday starts. If the balance of the rent is not paid in full by the due date the booking will be cancelled. The onus is on you to pay the balance of the rent.
10. A separate security cheque of £100 (dated for the start of your holiday) should be sent with your **final** payment. If your booking includes a dog, a further £40 must be added to the security cheque (i.e. £140). The cottage will be checked both before and immediately after your stay and, if all is in order, the security cheque will be **DESTROYED**.
11. The pack confirming your booking will include an Information Form asking for details of your individual requirements for your stay at Ellerys; this form should be returned with the balance of your rent.
12. Keys to Ellerys will be issued one week prior to the start of your holiday.

All enquiries and correspondence should be addressed to:

Gill Prater 13 Shirley Gardens, Rusthall, Tunbridge Wells, Kent TN4 8TG

Tel: 03456 44 27 99      Email: [gill@ellerys.net](mailto:gill@ellerys.net)      Website: [www.ellerys.net](http://www.ellerys.net)