

Houghton Lodge Booking Form

PLEASE SEND YOUR BOOKING FORM TO:

Happy Cottage, 40 North Street, Winterborne Stickland, Blandford, Dorset, DT11 0NJ
 Telephone: +44 (0)1258-882170 Email: enquiries@downviewfarm.com Website: www.downviewfarm.com

Short Breaks - Minimum 3 night stay. Prices are based on up to 10 - 12 people sharing

From Date	To Date	Number of Weeks	1st Weekly Rental	2nd Weekly Rental	3rd Weekly Rental	4th Weekly Rental	£	p	
Exclusive use of pool facilities mornings 8.30am - 12.30pm									
		Pets by arrangement only £35 per pet, per week or weekend Maximum of 2							
		Total Rentals							
		Total Payable							
Deposit - 25% of TOTAL RENTALS Due Now									
Balance - Due 2 months before commencement				Date Due:		<input style="width: 30px; height: 20px;" type="text"/>	<input style="width: 30px; height: 20px;" type="text"/>	<input style="width: 30px; height: 20px;" type="text"/>	

Please Tick
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 Cheque BACS

PAYMENT- Cheques: Payable to "M. DONOVAN" (Please send your cheque with your booking form to the above address).
Bacs Payments: Sort Code **09-01-26** A/C No **22326888** (Please use your name and the date of your stay as reference).

A fully refundable CASH Damage Expense Deposit must be paid on arrival.

£300
 £400
 £500
 £600
 £700
 £800
 £900
 £1000

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Minimum age to book Houghton Lodge is 30 years of age, Proof of age may be required on arrival.
 Parties exceeding 12 in number are not allowed without the express written permission of the Owners, in which case extra insurance and deposits will be required for safety purposes. Over-occupation of the property could result in the termination of your holiday. **NO STAG PARTIES OR ALL MALE GROUPS. NO SMOKING IN THE HOUSE.** Guests are not permitted to bring entertainment/catering/beauty or any other outside private companies onto the premises this will incur a breach of contract and insurance.

AGREEMENT

I agree to accept the Terms & Conditions of the Rental Agreement as set out on the attached/reverse of this Booking Form

Full Name:		
Address:		
Post Code:	Telephone No:	Email:

Signature of Guest: **Date:**

Signature of Owner: **Date returned to owner:**

Please keep a copy of the booking form for your own reference.

DETAILS OF PERSON BOOKING THE HOLIDAY

Full Name:	
Address:	
Tel:	Mobile:

DETAILS OF GUESTS - Other members of your party

Name:	
Address:	
Tel:	Mobile:

Name:	
Address:	
Tel:	Mobile:

Name:	
Address:	
Tel:	Mobile:

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Tel:	Mobile:

DETAILS OF GUESTS CONTINUED - Other members of your party

Name:	
Address:	
Tel:	Mobile:

Name:	
Address:	
Tel:	Mobile:

Name:	
Address:	
Tel:	Mobile:

Name:	
Address:	
Tel:	Mobile:

Name:	
Address:	
Tel:	Mobile:

NUMBER OF CHILDREN IN PARTY

Name	Age	Sex M/F

SLEEPING REQUIREMENTS

Number of Double Beds required	
Number of Single Beds required	
Cot required	
Highchair required	

ADDITIONAL INFORMATION AND SERVICES

How does everything work?

The Caretaker will greet you at Downview Farm House to give you full instructions on the workings of the pool/lighting system /TV/kitchen appliances etc together with any other help you may require in order to make your stay a perfect one. In the event of late arrivals, unfortunately due to Health & Safety Regulations, the pool or hot tub or cannot be used without full instructions from the Caretaker. This will be carried out on Saturday morning. Please telephone 07787774628 on arrival.

The Fire (Winter Only)?

For your convenience the following will be supplied

1 large basket of logs
Bundle of lighting wood

Extra fuel can be provided by arrangement.

A spark guard is supplied - please use it when you are not in the room.

Hand Towels and Bed Linen?

Hand Towels and Bed Linen are supplied.

However, we regret that cot linen and/or bath towels ARE NOT supplied.

Please Respect Our Neighbours. - This is a very peaceful location.

Please respect our neighbours in the village by keeping the noise down after 11.00pm.

On the occasion that we are called out after 11.30pm to deal with noise levels, we will charge a call out fee of £100 payable by yourselves. Extreme noise may result in the termination of your stay.

Strictly, No Paper Sky Lanterns or Fireworks.

There are many thatched cottages and farm animals in this area.

Electricity & Fuel

We ask our guests to please respect our rising fuel costs and turn off lights when not in use.

Excessive usage of electricity and/or fuel may be charged for.

Maintenance?

The owner/caretaker reserves the right to maintain and inspect the property, including the gardens, lawns, land and pool at their discretion, during your stay. The swimming pool complex may require daily maintenance. However, please be assured that all such maintenance will be carried out as unobtrusively as possible. In this respect every effort will be made so as not to disturb or inconvenience you.

In the rare event of the pool being closed, for whatever reason, the owner cannot be held liable, nor offer compensation.

This also applies to spa when applicable.

Please note: Any queries or problems relating to your holiday must be dealt with during your stay by the signee only.

Rubbish and Waste Recycling. Please recycle your rubbish and place in appropriate bins provided.

1. Glass bottles and jars are to be recycled separately.
2. Tin cans, plastic bottles, plastic packaging, paper and card to be placed in the separate bin.
3. General waste e.g. plastic bags, nappies etc. to be placed in the separate bin.
4. Food waste to be placed in the separate bin.

If you do not recycle your waste, a charge for sorting out waste will be made to you.

Please consider the environment. Please remember to switch all lights off after use.

Cars. Please keep driveway and driveway to barn clear for emergency and farm vehicles.

Swimming Pool. Houghton Lodge has private use of the pool from 8.30am - 12.30pm

Please keep our swimming pool safe and clean.

Strictly no Glass Objects are allowed in the pool area.

Strictly no Food or Drinks allowed in the pool area. Food and drink substances will start bacteria growth.

It is very important that all guests shower before and after using the pool for their own and others safety. Hair products, deodorant, perfume, make-up and dirt etc. will result in clouding and infection of the water and closure of the pool. After using the pool you must replace the cover and switch off all lights. If you leave the pool cover off for prolonged periods it will result in major heat loss, condensation will set off alarms, cleansing chemicals will evaporate, resulting in closure of the swimming pool.

Hot-Tub. The same as the pool, please make sure all guests shower before and after using the hot tub.

VERY IMPORTANT - Inside the hot-tub there is a black filter inlet, the water must be 4 inches above this.

The water must not go below this point, as the pump will take in air and break. Please use the hose provided and re-fill the hot-tub after use to correct Level 4 inches above the filter, please do not over fill.

Please DO NOT stand or sit on hot-tub cover as it is only polystyrene, a new cover costs £600.

Strictly no Food or Drinks allowed in the hot-tub.

Please read our extra safety/information sheet about the hot-tub.

T.V. and Hi-Fi Equipment. Unfortunately we cannot allow; Playstation, Wii, Xbox, P.C., Video/digital cameras, ipods or any other electrical systems to be connected to the houses T.V.'s or Stereo Equipment as this has, and can result in costly repairs and call out fees to re-align systems. T.V. and Stereo Equipment will be checked prior to your arrival.

Accidents

Please inform us immediately should any accidental breakages or damage occur so that we have time to sort it out before our next guests arrival.

Damage Deposit and Extra Expenses

A damage deposit of £300 for parties up to 12 persons is payable on first meeting with The Caretaker. Parties in excess 12 persons a £400 cash damage deposit is payable. The damage deposit will be retained pending local inspection of the property and contents, to check that The Owner has no consequential expenses due to breakages, damages, additional cleaning, compensation due to noise, late departure after 10am etc. due to the liability of The Guest. The extent of recoverable costs from The Client by The Owner are limited to the cost of any work done and other costs incurred by The Owner and are not limited to the damage deposit. The un-applied damage deposit will be refunded within 14 days from the last day of the occupation of The Property. Drains are checked regularly every Friday. Any blockages caused by The Guest will be charged for. The owner accepts no liability for inconvenience or disruption - therefore please ensure that only natural waste products and toilet paper are disposed of in the toilets.

Return of Damage and Expense Deposit

Providing no damage or expense has been caused to the property, interior/exterior contents and/or grounds due to your stay. This includes compensation due to noise, late departure after 10am and extra cleaning. The Damage and Expense Deposit will be returned in full pending inspection of the property. This may take up to 14 days.

RENTAL AGREEMENT - TERMS & CONDITIONS

TERMS

1. "The Property" is Downview Farm House. "The Rentals" are as noted on the Booking Form. "The Owner" is Mrs C Donovan. "The Guest" is the lessee. "Commencement Date" is the first day of intended occupation.

CONDITIONS

2. The Owner agrees to let the property at the Rentals and for the period of time as noted on the Booking Form.

3. The Rentals are payable by the Guest on the following dates:

(a) If the Booking is made more than 3 months before the Commencement Date:

The 1st Instalment of 25% of The Rentals must accompany the Booking Form.

The Final Instalment is payable 2 months prior to the Commencement Date.

(b) If the Booking is made less than 2 months before the Commencement Date:

The Final Instalment of the full amount of The Rentals must accompany the Booking Form.

Please note - if payment is not received by the due date, we are unable to guarantee your booking.

4. (a) To avoid misunderstandings with our Guests, in the event of a cancellation or if the Agreement is terminated because

The Guest has failed to pay amounts due on the due dates. The deposit is non refundable.

Cancellation fees are: 25% of Rentals payable, if the date of termination is greater than 2 months before the

Commencement Date. 100% of Rentals payable, if the date of termination is shorter than 2 months before the Commencement Date.

(c) Cancellation Insurance. Such insurance is entirely optional but highly recommended as it provides a safeguard against loss of monies should unforeseen circumstances necessitate termination of The Agreement by The Guest.

The Owner may offset any amounts already received from The Guest against the cancellation fee.

5. The Owner reserves the right to cancel the reservation if payments are not received in accordance with Item 3 and Item of this Agreement. The cancellation will be deemed to be the liability of The Guest.

6. The Guest undertakes to take good care of the property and its' contents and to leave the property and contents in a clean and orderly condition. Any extra cleaning caused to The Owner will be charged at £40 per hour.

7. The Guest agrees to behave in a considerate way to the neighbours of The Property and to respect the privacy and peace of the neighbours at all times.

8. The Guest will report any loss or damage to the property or contents to The Owner. The Guest will allow access to the property by The Owner at any reasonable time to perform an inspection. The Guest undertakes to inform The Owner of the expected departure day and time, if it is different from the Reservation Form.

9. The Owner will not be responsible to the Guest for any loss, inconvenience, damage etc beyond the control of The Owner.

10. Any claims whatsoever by The Guest against The Owner will be limited to the amount of rental paid.

11. The signing of the Booking Form by The Guest (or any other verbal or written acceptance) is deemed to be the acceptance of these Terms & Conditions.

12. This agreement is governed by English Law.

13. Arrival & Departure. Friday - Friday, Friday to Monday or Monday to Friday.

14. For insurance reasons The Owner must at all times have the names of all people staying in or visiting the house or grounds.

Breaking this condition may result in termination of your holiday.

15. The Owner does not accept responsibility (or liability) for breakdown of water supply, gas or electricity, for infestation, or of breakdown of swimming pool/spa systems, or for contamination due to the Guest's negligence; though The Owner will through local tradesmen use best endeavors to arrange for any such problems to be resolved.

Neither can The Owner be responsible for any loss or damage or accident sustained by any member of a hiring party, or to their property, vehicles or personal effects however caused.

Should building works be taking place in the vicinity of The Property, The Owner cannot accept liability for any inconvenience caused.

The Owner aims to ensure that information/descriptions provided in advertisements of The Property are accurately conveyed.

However, there may be small differences as The Owner is constantly seeking to improve the facilities provided, and therefore The Owner cannot accept responsibility/liability for any such small differences in description and actual.

The Caretaker reserves the right of access over the drive to the fields, barn and barnyard, at Downview Farm, which is for their own private use.

Arrival time: No earlier than 3pm. This is due to Health & Safety Regulations whilst cleaning and maintenance work is carried out to The Property. The Caretaker will be at The Property in order to go through instructions for the house, pool, and health & safety. Guests arriving after 5pm will find instructions for keys to get in. However, due to health & safety, the pool cannot be used until a meeting with the Caretaker the following day. If you are to arrive much later than 3pm please let us know. This is a quiet, sleepy village and we therefore ask that no one arrives after midnight.

Departure time: No later than 10am.

AGREEMENT

I agree to accept the Terms & Conditions of the Rental Agreement as set out on the attached/reverse of this Booking Form

Full Name:

Signature:

Date: