



## GROUP BOOKING TERMS AND CONDITIONS

*Before confirming your booking please read the information provided. We hope you understand that we value our guest's experience above all else. We require confirmation of attendance to ensure we can provide the best service and environment possible.*

### CC Details

Credit Card details are required to make a booking and will be used as a guarantee.

To secure a booking please give us a call and provide credit details over the phone. Alternatively you can fill out the form attached below and send it via email.

Please be aware that a non refundable deposit of 50% or an agreed amount on the day for tables of 8 and above will be taken at the time of booking.

### Booking and Confirmation

Please note your reservation is not confirmed until the credit card guarantee or deposit is received and acknowledged by our staff.

When booking via email we can hold the reservation for 24 hours until the details are given over the phone or the form is returned.

All reservations will be confirmed 72 hours and 24 hours prior to the booking. Should we be unable to reach you, please call or email us back to confirm your reservation.

### On the night

As all tables are 2 hour seating times unless previously agreed, if you or your guests are more than 15 minutes late we will need to start the meal or courses may be cut in order to keep to the timing of the venue and other guests.

### Cancellation for tables of 6 - 7

Should you need to cancel your reservation, transfer the date or reduce the numbers in your party we require at least 72 hours notice.

Should you cancel or reduce the number of guests between 72 hours and 48 hours a charge of 25pp may be charged.

Should you cancel between 48 and 24 hours a charge of 50pp may be charged.

### Cancellation for tables of 8 and above

Should you need to cancel your reservation, transfer the date or reduce the numbers in your party we require at least 7 days noticed unless otherwise specified at the time of booking.

Should you cancel or reduce the number of guests between 7 to 3 days the 50% will not be refunded.

Should you cancel between 3 days and 24 hours a charge of the remaining 50% may be charged.

### Confirming Final Guest Numbers

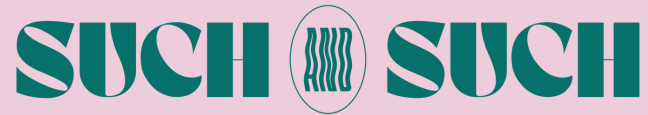
We will always try our best to accommodate any changes to your reservation but please be aware that increases and decreases to the amount of people on your reservation will be subject to availability and restrictions.

### Service Charge

For all reservations of 7 guests or more, a service charge of 10% applies to the total bill, **this is not included in the minimum spend.**

### Dietary requirements

When booking be sure to let us know if your guests have any allergies or dietary requirements. It's ok if you forget, just get in contact at least 48 hours beforehand. We may not be able to cater to surprise dietary requests at the time of the booking.



RESERVATION NAME:

DATE OF THE BOOKING:

TIME OF BOOKING :

NUMBER OF GUESTS:

MOBILE NUMBER:

EMAIL ADDRESS:

DIETARY REQUIREMENTS:

## **CREDIT CARD AUTHORIZATION**

NAME OF CARDHOLDER

CREDIT CARD NUMBER

EXPIRY DATE

CCV

SIGNATURE OF CARDHOLDER: