

## **Terms & Conditions – Christmas Bookings 2022**

### **DEPOSITS & PAYMENTS**

To confirm a booking we require a minimum deposit of £10 per person. This secures the booking and is redeemable against your bill on the day of your event. This needs to be paid 7 days after you have made the booking. Deposits can be paid by card or BACS.

Full payment for your meal is payable no later than two weeks prior to the booking

### **CANCELLATIONS**

We understand that things don't always go to plan. However, if you do need to cancel with us, we would appreciate it if you let us know as soon as possible. If you have paid a deposit, this will not be refunded if the cancellation is made less than 2 weeks prior to your booking.

### **PRE-ORDERS & MENU CHOICES**

As Christmas is a very busy time we need a full pre-order for all food bookings at least a week before your booking, with names of the guests next to food choices. If you have made your booking less than 3 working days before the booking date, or if you have not submitted a pre-order within the time frames set out, we are unable to guarantee your menu choices, but will always do our best to accommodate them.

We also recommend that you preorder Bottles of Wine/Prosecco for your booking to save time on the day, and to guarantee specific products.

We will send you a pre-order Menu to place the preorder. Please let us know of any dietary requirements or allergies when you submit your food order so we can plan accordingly. If you need information on allergens, please ask and we will be happy to provide this information.