

TERMS AND CONDITIONS

UPON BOOKING AND CONFIRMING, PLEASE COMPLETE AND SIGN OUR BOOKING FORM AND RETURN IT TOGETHER WITH YOUR DEPOSIT OF £500.

A COPY WILL THEN BE FORWARDED TO YOU FOR YOUR REFERENCE

ALL BOOKINGS ARE CONSIDERED PROVISIONAL FOR UPTO 7 DAYS FOR A SIGNED BOOKING FORM AND A DEPOSIT OF £500. AFTER THE 7 DAYS, THE BIRCH HOTEL RESERVES THE RIGHT TO RESELL THE UNCONFIRMED BOOKING.

CANCELLATION BY CLIENT

WE RESERVE THE RIGHT TO CHARGE ACCORDINGLY TO THE FOLLOWING SCALE :
FOR CANCELLATION BETWEEN

6 -8 MONTHS IN ADVANCE – INITIAL DEPOSIT
2-6 MONTHS – 25% OF THE TOTAL PROJECTED REVENUE
1-8 WEEKS – 100 % OF THE TOTAL PROJECTED REVENUE

PAYMENTS

FIRST DEPOSIT OF £500.00 DUE WITHIN 7 DAYS
A PROFORMA INVOICE WILL BE RAISED 6 WEEKS BEFORE THE WEDDING AND PAYMENT 7 DAYS LATER.
PAYMENT METHODS ARE BANKERS DRAFT, CREDIT CARDS, AND CASH OR CHEQUE

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CORKAGE

NO WINES, OTHER BEVERAGES OR FOOD MAY BE BROUGHT INTO THE HOTEL OR GROUNDS BY CUSTOMERS OR THEIR GUESTS FOR CONSUMPTION ON PREMISES

FINAL NUMBERS

IF WEDDING NUMBERS ARE NOT ACHIEVED, A ROOM HIRE CHARGE WILL BE LEVIED.
BUFFET SELECTOR (A) AND (B) ARE NOT AVAILABLE FOR EVENING RECEPTION ONLY

THE MANAGEMENT RESERVES THE RIGHT TO MAKE ALTERATIONS WITHOUT PRIOR NOTICE.
PRICES ARE SUBJECT TO AN INCREASE OF APPROXIMATELY 10%.

IT IS POLICY OF COURTESY WORLD LTD. NOT TO KNOWINGLY SELL ANY FOOD REQUIRED TO BE LABELLED AS CONTAINING G.M. MATERIAL.

WE RESERVE THE RIGHT TO CHANGE ANY DISHES/MENUS ADVERTISED SUBJECT TO MARKET FLUCTUATIONS.

COURTESY WORLD CANNOT GUARANTEE THAT ANY PRODUCTS ON THE MENUS ARE TOTALLY FREE FROM NUTS OR NUT DERIVATIVES.