

BOOKING FORM

PRINT AND COMPLETE THIS FORM (Block Capitals please) **AND SEND IT TOGETHER WITH A DEPOSIT CHEQUE FOR £200* MADE OUT TO:**
MRS. C. POTTER, LA PETITE VERABLIÈRE, 50410 PERCY, LA MANCHE, FRANCE

Full Name and address:
.....
.....
.....

Home Telephone Number and Email address:.....

Arrival Date and time: Departure Date:

Please fill in the names and details of all members in your party.

Title	Name	Age.....
Title	Name	Age.....
Title	Name	Age.....
Title	Name	Age.....
Title	Name	Age.....
Title	Name	Age.....

Total rental cost of holiday £ / Euro
Less holiday deposit of £100* /Euro
Sub Total £ / Euro
Holiday balance £ / Euro (Payable 8 weeks before arrival)

*** A refundable damage/security deposit of £100 is included in the booking deposit making the total £200. This security deposit is not part of the rental fee and will be refunded in full after your departure if no extra expenditures are incurred.**

I have read the Terms and Conditions and fully accept them on behalf of all members of my party, on whose behalf I am duly authorised to make this agreement. I understand that I will find the property, its furniture and equipment in a good and clean condition and I undertake to leave it in the same state as found. In the event of there being any difficulties or cause for complaint I will inform the owners immediately so they may make every effort to remedy the situation as quickly as possible. I am over 18 years of age.

Signed..... Date.....

IMPORTANT: Please read notes below.

Rental periods are always from (4.00pm) to (10.00am) unless agreed otherwise. Changeover days are Saturday unless previously agreed.

Please always confirm availability with us before filling in the booking form. We will be happy to reserve the property to allow time for your deposit to arrive. Your reservation will be confirmed upon receipt of your completed booking form and deposit.

TERMS AND CONDITIONS

1. The weekly rental of the cottage commences at 16.00 on Saturday and the cottage needs to be vacated by 10.30 on the following Saturday (or subsequent Saturday depending on rental period) to allow time for changeover. We are not obliged to offer the accommodation before the time stated, and you shall not be entitled to remain in the accommodation after the time stated, unless by previous agreement.
 2. In order to ensure that your preferred holiday dates can be met, we advise you to contact us by email or telephone prior to booking. However, we do not offer any guarantee of availability until we are in receipt of your signed booking form and a £200* deposit cheque in £Sterling (made out to Mrs C. Potter). Details on how to find us and confirmation of your booking will be sent upon receipt of your cheque and signed booking form.
 3. If you book less than 8 weeks before the commencement date then payment will be due in full at the time of booking.
 4. Prices are quoted in £Sterling as there is no exact conversion rate to Euros. If Euros are provided in cash upon arrival, then the appropriate commercial rate of exchange on the day will apply – NOT tourist rates.
 5. A refundable damage deposit of £100* is included in the rental deposit. This is not part of the rental charge but covers any extra costs involved, including breakages/damage/losses and also should the cottage be left in an unreasonable or dirty condition etc. Our decision on the cleanliness of the property is final. If, after the rental no losses or extra costs have been incurred, the deposit will be returned. Otherwise all or part of the deposit will be used to make good the losses incurred, and any amount remaining from the deposit after this will be returned to you. A full description of any damage or losses will be sent to you.
 6. Full payment is required 8 weeks before the rental start date. If payment is not received by this date, we reserve the right to cancel the booking with loss of your holiday deposit. If you cancel your booking with us, please do so in writing by recorded delivery. The cancellation date will be the day we receive your letter and charges will be applied as follows:

up to 8 weeks	: no cancellation charge
4-8 weeks	: 50% of rate refunded
2-4 weeks	: 25% of rate refunded
less than 2 weeks	: no refund
- *In all cases, the security deposit of £100 will be refunded.
7. Upon arrival you will be met by us and the key to the cottage will be handed over. This key must be returned to us before your departure.
 8. An inventory listing will be on display when you arrive. Please check this and inform us if anything is missing.
 9. We are covered under French legal requirements regarding public use of private property. We do not take responsibility for loss or theft of personal belongings whilst you are using the property. Likewise we cannot accept responsibility for any accident, injury, death or illness that befalls you during your holiday. We strongly advise that you take out **PERSONAL HOLIDAY INSURANCE COVER** to include all medical and automobile difficulties that may arise during your visit to France. The EHIC card can obviously be used in emergencies but is not sufficient in all cases.
 10. We will not be liable in respect of any temporary defect or stoppage in the supply of public services to the property, nor in respect of any equipment, plant, machinery or appliance in the property or garden.
 11. The rental includes reasonable use of all services. Additional charges will be made for extra electricity and firewood used in winter/out-of-season periods.
 12. The number of guests you may have staying with you should not exceed that stated on the original booking form. The term guest in this context refers to a person or persons already known to you and the purpose of their visit is by virtue of that relationship. Under no circumstances may you act as an agent to sub-let to a third party.
 13. You agree to be considerate tenants, take care of the property, and to leave it clean and in a tidy condition at the end of the rental period, removing all rubbish from the site. You also agree not to act in any way which would cause disturbance to those residing in neighbouring properties.
 14. No correspondence will be entered into regarding matters not brought to the attention of us during the rental period.
 15. One well-behaved dog is allowed in the property, but must not be allowed on the soft furnishings nor left alone at any time in the property - and all exterior poop must be cleared from the premises before your departure.
 16. You must provide your own personal towels, cot linen and other consumable items.
 17. The owners reserve the right to cancel any bookings if absolutely necessary by making a full refund to the tenants of any monies already paid to the owners. Tenants are advised to take out their own travel insurance to cover any other costs incurred.
 18. All terms and conditions are subject to the laws of France.