



MILLSTREAM

HOTEL & RESTAURANT

TERMS AND CONDITIONS OF BOOKING

We would be delighted to accept a provisional booking for your function, which will be held for up to 14 days. Unless you are able to confirm at that stage the reservation may be released.

In order to confirm your reservation we will require a NON-REFUNDABLE deposit of £10 per person. We will also need your credit/debit card number, which we will keep on file pending late cancellation. If for any reason you should need to cancel your reservation more than 28 days before the event, other than keeping your deposit, no further charges will be made by us. However, should you cancel within 28 days of the event we will keep your deposit and also make a further charge of £10 per person on your credit card. Numbers should be confirmed 14 days before the event. We will charge the full cost of the food for any guests who drop out after 10.00am on the morning of the function.

Our invoice will be sent to you straight after the event and must be settled within 14 days.

Please sign this contract, as agreement of your acceptance of our Terms and Conditions, and return it to us, together with your deposit, at the time of your confirmation.

I, (name) Contact telephone number:

wish to confirm my reservation for a (function)

on the (date). I expect will be attending the function.

I agree to pay a non-refundable deposit of £10 per person and hereby agree to the above terms and conditions for my booking. I understand that by providing you with the below Credit/Debit/Maestro Card number (no American Express or Diners Club please), further charges may be applied in the event of my cancellation.

Name on Card:

Address of Card Holder:

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Card Number: Expiry Date:

Signature: Issue Number (Switch/Maestro)

Today's Date: Three Digit Security Number.....