



The Kendleshire

CORPORATE DAY BOOKING FORM

Golf Day Name	
Contact Name	
Address	
Telephone Number	
Email Address	

Number of People		STARTER CHOICE	
Date Required		MAIN COURSE CHOICE	
Golf Day Package Required		DESSERT CHOICE	
Preferred First Tee Time			
No of Buggies Required (£25 for 18 holes)		DEPOSIT ENCLOSED (£10 per person)	

"In signing this Booking Form I agree to the Kendleshire's Terms & Conditions on the reverse"

Signed	
Print Name	
Date	



The Kendleshire

CORPORATE DAY BOOKING TERMS & CONDITIONS

The Kendleshire, hereinafter referred to as 'The Company', and the client, hereinafter referred to as 'The Customer', will honour the following terms:

Making a booking.

- i. The Company will take a booking on a provisional basis for a maximum of fourteen days, unless otherwise agreed.
- ii. Written confirmation of the booking, together with deposit, is required by the end of the fourteenth day.
- iii. If after the fourteenth day The Client has not confirmed the booking The Company reserves the right to release the booking from its diary without notice, for the benefit of other customers (we will endeavour to call you).

Confirming a booking.

- i. All bookings must be confirmed in writing by means of a completed Booking Form being returned to The Company.
- ii. A deposit of £10.00 per person must accompany the Booking Form.
- iii. Cheques must be made payable to 'The Kendleshire Golf Club Ltd'.
- iv. All deposits are non-refundable.

Finalising details prior to the day.

- i. Changes to the number of guests may be accommodated following discussion with The Company.
- ii. Final guest numbers must be confirmed no less than two days prior to the event.
- iii. Any reduction in numbers after this time will be charged in full.
- iv. Menu choices must be supplied in full for the entire party, together with extra dietary requirements, no later than fourteen days prior to the event.

Final payment.

- i. Subject to agreement with The Company, settlement of the final invoice must be made strictly within fourteen days from the date of invoice.

Cancellation.

- i. Greater than three months prior - the deposit will be retained by The Company. No additional charge will be made. A deposit can be transferred to a new date within the calendar year.
- ii. Within three months prior - the deposit will be retained by The Company. A charge of 25% of the expected final invoice will be made.
- iii. Within one month prior - the deposit will be retained by The Company. A charge of 75% of the expected final invoice will be made.

Notes.

- i. Value Added Tax will be charged at the prevailing rate at the time the event takes place.
- ii. It is not the policy of The Company to permit guests to supply wines, spirits, soft drinks or food for consumption on the premises, unless agreed in writing by the Management.
- iii. The Company is unable to accept responsibility for damage to, loss of or otherwise care of property of guests.
- iv. The Customer will be charged for any costs incurred by the making-good of any damage caused to the building or material property of The Company by guests of The Customer.
- v. The Company reserves the right to make changes to the packages offered, menus offered or the courses played. In all eventualities of changes being made The Company will contact The Customer to inform them.