



COASTAL RETREATS DEVON

HOLIDAY BOOKING FORM – THE ANNEXE

Please complete this form and return with your payment (*if applicable*) to: -
Emma Dixon, Jubilee House, 3 New Road, Stoke Fleming, Devon, TQ6 0NR

*If booking direct with us please make payment by online bank transfer to Miss E J Dixon NATWEST
Dartmouth Branch, Sort-code 52-30-20 Account no. 33070156*

YOUR DETAILS (i.e. person making booking)

Full name:	
Address line 1:	
Address line 2:	
Town/City:	
County:	
Postcode:	
Home Tel:	
Mobile Tel:	
email:	

Full names of all guests	Age (if under 18)	Holiday Period	Details
1.		No. of nights	
2.		Date of arrival	
3.		Date of departure	
DOG (Breed and Age) if applicable			



PAYMENT

Deposit (1/3 of rent)	Remainder <i>(due 4 weeks prior to arrival)</i>	Total Rent to be paid

Declaration:-

I declare that I am over 18 years of age and have read and agreed to abide by the all the Booking conditions as detailed below:-

Signed _____

Date _____

For office use only

Date booking made

Booking form received

Deposit paid

Confirmation letter sent via email

Payment in full received

Payment acknowledgment sent



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BOOKING CONDITIONS – FOR THOSE BOOKING DIRECT (bookings via AirBNB abide by their T&C's)

1. CONTRACT - The letting of *The Annexe* for any period ("the Tenancy") shall be between *Coastal Retreats* and the person(s) named on the booking form ("the Tenant(s)") such expression to include any other person occupying *The Annexe* with the Tenant(s).

2. RENTAL TENANCIES - All prices for letting *The Annexe* quoted on the website are per night with a minimum 2-night stay (3 nights in July & August)

3. PAYMENT & CONFIRMATION - Provisional bookings are accepted by *Coastal Retreats* via the website booking form or via telephone. The booking is not considered confirmed until an official booking form is completed in writing, and returned with payment for rental deposit (one third of total rent). If booking via AirBNB we only require the booking form as the payment will be sent to us from AirBNB after your stay. *Coastal Retreats* will confirm the full details of the booking in writing or via e-mail to the Tenant. Once confirmation has been issued the Tenant is liable for the total rent. The balance of rent must be paid at least 4 weeks before arrival, without further demand. N.B. In the case of bookings made within 4 weeks of the commencement of the holiday the full amount must be sent with the booking form. The acknowledgement of the balance (or full) payment will detail arrangements for access to *The Annexe*. A security deposit of £150 may be requested. Again – payment details here only relevant to those booking with us direct (not via AirBNB).

4. CANCELLATIONS - Any cancellation must be made in writing to *Coastal Retreats*. The rental deposit (equating to a third of the rent) will be forfeited, unless re-let. If *The Annexe* is re-let the Tenant will receive a full refund of the deposit paid less a £25 administration charge.

5. ARRIVAL & DEPARTURE – *The Annexe* is available for occupation from 3.00pm on the day of arrival and must be vacated by 10.30am at the latest on the day of departure.

6. EQUIPMENT FAILURE - Every effort is made to ensure all items of equipment described and supplied in *The Annexe* are in good working order; however no guarantee is given or liability accepted if breakdowns occur before or during a Tenancy. We will endeavour to organise repairs or replacements as quickly as possible.

7. TENANTS OBLIGATIONS

i) The Tenant will take all reasonable care of *The Annexe* and ensure that *The Annexe* and all equipment is left clean at the end of the holiday. Failure to do so will result in extra cleaning charges being incurred.

ii) The Tenant shall not do or suffer to be done in or upon *The Annexe* any act or thing which may be a nuisance, damage or annoyance to the Owner or the Tenants or occupiers of any nearby premises.

iii) The Tenant will pay for the replacement of all furniture or household effects lost, destroyed or damaged beyond repair as a consequence of their actions – any damage or breakages to *The Annexe*, fittings or equipment must be reported *Coastal Retreats* immediately.

8. COMPLAINTS - All complaints must be notified to *Coastal Retreats* immediately to ensure sufficient time is given to investigate and/or take the necessary remedial action. Compensation will not be offered where the Tenant has denied *Coastal Retreats* the opportunity to rectify matters during the Tenancy of *The Annexe*.

9. TERMINATION – *Coastal Retreats* reserve the right to terminate the Tenancy immediately if any of the above conditions are not observed.

10. LOST PROPERTY - The personal belongings of the Tenant are the complete responsibility of the Tenant and no liability can be accepted for any loss or damage. Any articles left by the Tenant can be forwarded on receipt of a minimum-handling fee of £25.