

Guest Booking Form

LULSTEAD, West Lulworth, Dorset

Holiday Letting Booking Form

Please print complete and return this application with your deposit (or full amount if less than 6 weeks from start date) and the signed Holiday Letting Agreement.

Name and address of person making booking
(BLOCK CAPITALS please).

Mr/Mrs/Ms.....

Address.....

Town..... Postcode.....

Country.....

Telephone Numbers Day :

Evening :

Mobile :

Email :

Additional Party Members

(names).....

.....

.....

Please state whether you will be accompanied by dogs..... Number of dogs:..... (maximum 2)

Dates: FromUntil

Charge of £..... + £200 (Refundable breakage/soiling Deposit)

I enclose a letting fee/fee deposit of 25% £.....(made payable to '**Mrs.V.E.Staffell**'), in respect of the above holiday letting and agree to pay any balance due, plus refundable breakage deposit of £200, at least 6 weeks prior to the booking commencement date. *(Please send separate returnable cheque for the breakage deposit)*

Bed linen will be provided. If you require towels to be provided, they can be hired for the duration of your stay. Please indicate numbers below:

..... Hand Towels @ £1.50 each

..... Bath Sheets @ £2.75 each

Total added for towels: £.....

I have read and accepted all the Holiday Letting Agreement and the associated Booking Terms and Conditions. I am over 21 years of age and agree to be wholly responsible for the payment of the balance of the letting fee, if not already paid as indicated above, 6 weeks before arrival. I agree to leave the premises in good repair and in a clean and tidy condition, and be responsible for any and all damages or breakages howsoever caused. I note that a full inventory has been provided.

Signature.....

Date.....

The breakage/soiling deposit will be returned to the Lead Guest at the address provided within 10 working days, provided that the premises and contents have been left in good condition.

LULSTEAD, West Lulworth, Dorset

HOLIDAY LETTING AGREEMENT

This agreement is made between the Owner entitled to possession, Mrs Vera Esther Staffell, and the Lead Guest (hereinafter referred to as the Guest and who represents the whole party) as per the details on the Guest Booking Form.

It is agreed that the Owner will let and that the Guest will occupy, the furnished premises at Lulstead, West Road, West Lulworth, Dorset, BH20 5RY (the Premises) for the time period set out on the Guest Booking Form.

The Guest unreservedly agrees with the Owner and her representatives as follows:

1. To pay the letting fee. A 25% deposit is due on confirmation and the balance is payable at least 6 weeks prior to the arrival date.
2. Not to damage in any way or make alterations or additions to the interior or exterior of the Premises, or to the decoration, fixtures or fittings of the Premises or to the furniture.
3. To keep all of the contents in their present state of repair and condition and to replace, with similar articles of at least the equivalent value and standard, any items found to be missing, or seriously damaged (reasonable wear and tear excepted).
4. Not to remove any of the furniture from its present location in the Premises.
5. Not to remove any household linen from the premises (guests must provide their own beach towels).
6. To use the Premises as a private holiday residence for up to 6 persons only and not for any other purposes whatsoever.
7. Not to display any advertisement, poster or placard on either the interior or exterior of the Premises.
8. Not to do or permit to be done anything which may be a nuisance or annoyance or cause of damage to any neighbouring or adjoining property.
9. Not to do anything or suffer or permit anything to be done as a result of which any insurance policy held by the Owner (or her representatives) or held on her behalf with respect to the Premises may become void or voidable or subject to an increased rate of premium.
10. Not to use the property for any illegal or immoral purposes.
11. Not to play or permit to be played in the premises any music or sound equipment between 11.00pm and 8.00am so as to be audible outside the premises.
12. To permit the Owner, her representatives or their agents access to the Premises to deal with any maintenance or security issues.
13. Not to smoke or permit smoking anywhere inside the house or in any other covered areas within the Premises.
14. Not to allow pets at the Premises except with the prior agreement of the owner or her agent. If permission is given, the pet must have its own bed/basket provided, must be confined to the tiled kitchen/dining area of the house, and must not soil the garden. If these conditions are not met, the breakage/soiling deposit will be forfeited.
15. To read the handbook provided.
16. To ensure that all members of the party are aware of health and safety issues.
17. To check the inventory provided.
18. To read accept and abide by the General Booking Terms & Conditions that relate to all lettings of the premises.

Breakages / Extra Cleaning Deposit: If not previously sent the Guest will pay a deposit of £200 on arrival which is fully refundable (without interest), less any sum which may be due to the Owner from the Guest as a result of any breach of the Guest's obligations under this Agreement.

On completion of the letting period: The Guest agrees to leave the Premises and the furniture, in a clean and tidy state of repair and condition and in full accordance with all the provisions of this Agreement.

Provisions and Declarations

1. If at any time during the period of the letting, the fee or any part of it is unpaid or any covenant by the Guest contained in the Agreement is broken or not performed or observed, it shall be lawful for the Owner or her representatives or agents at any time thereafter to re-enter the Premises and upon re-entry this Agreement shall absolutely determine but without prejudice to the right of action of the Owner, her representatives or their agents in respect of any breach of any covenant contained in this Agreement.
2. This Agreement is made on the basis that the Premises are to be occupied by the Guest for a Holiday as mentioned in the Housing Act 1988 Schedule 1 paragraph 9 and the Guest acknowledges that this Agreement is not an assured tenancy and that no periodic tenancy will arise on the determination of the letting period.
3. As a holiday letting, this Agreement is an excluded Agreement for the purpose of the Protection from Eviction Act 1977.
4. It is the intention of the Owners and the Guest during the term of this Agreement that the occupation by the Guest of the Premises is for the purposes of a holiday let only and that the Guest occupied the Premises solely on this basis and that this Agreement shall take effect as a holiday letting Agreement only.
5. The terms and conditions of the Agreement become valid upon written confirmation by the Owner of acceptance of the holiday letting period for the agreed letting period.

Signed:.....

Full Name (PLEASE PRINT):.....

Address:.....

.....

.....

.....

Date:.....

Please return completed documents to:

Mrs V. E. Staffell

5 Willets Rise

Shenley Church End

Milton Keynes

MK5 6JW

General Booking Terms & Conditions

BOOKING

For all bookings, including those made face to face, by telephone or internet, the Lead Guest must complete and sign the Holiday Letting Agreement and accept responsibility with respect to the whole party and their use of the premises. This must be sent to Mrs Vera E Staffell at 5 Willets Rise, Shenley Church End, Milton Keynes, Bucks MK5 6JW at the time of booking. The Lead Guest must be over 21 years of age and authorised by all persons named on the Guest Booking Form to make the booking and to accept all the Booking Terms & Conditions (and the terms of the Holiday letting Agreement). The Lead Guest will be responsible for making all payments due. On receipt of documents from us you must advise us if anything appears to be incorrect. We (on behalf of the owner) regret that we cannot accept any responsibility for any inaccuracies if we are not notified of these within 7 days of our sending the documents to you. We reserve the right to refuse any booking without giving any reason.

PAYMENT

In order to confirm your booking a cheque for 25% of the total holiday letting fee must be enclosed with the signed Holiday Letting Agreement and Guest Booking Form. If we do not receive your payment and both these signed forms within 5 days of your verbal or email confirmation, then we will release your reservation and will not be able to guarantee that the property will subsequently be available. We must receive the balance of letting fee by 6 weeks prior to the booking arrival date. If payment is not received by us in full by the date given in our confirmation then please note that we reserve the right to treat the booking as cancelled. In this case, cancellation charges as set out in the clause "Cancellation by you" will be applicable. (Also do please note that no reminders of payment dates will be sent.) Bookings received 6 weeks or less before the booking arrival date must be paid in full at the time of booking.

YOUR AGREEMENT

A binding agreement comes into existence when your booking is confirmed by us in writing by Email or by post.

This agreement is governed by English Law. It is mutually understood and agreed that any dispute, claim or any other matter that arises out of this agreement or your holiday will be dealt with by the courts of England and Wales or, at the option of the Owner's representatives only, by Alternative Dispute Resolution.

CANCELLATIONS – BY YOU (LEAD GUEST)

You may cancel your booking at any time. Cancellation must be communicated to us in writing to the address in the 'Booking' section above (we recommend by recorded delivery) and takes effect from the date received by us. In the event of cancellation then the following charges become applicable:

Less than 3 weeks prior to arrival date
– 100% of full cost

Between 3-4 weeks prior to arrival date
– 90% of full cost

Between 4-6 weeks prior to arrival date
– 75% of full cost

More than 6 weeks
– deposit only

CANCELLATIONS – BY US

It is most unlikely that we will have to make any changes to your holiday property booking. However, from time to time we may have to make changes and reserve the right to do so. Most of these changes would be minor and we will advise you of them as soon as they may be applicable. If we are forced to cancel the booking for any reason you will have the choice of either allowing us to try to locate a suitable alternative property on your behalf or of

cancelling the booking and accepting a full refund of all monies paid to us. Please note that we are not liable for any consequential loss or incidental expenditure resulting from the cancellation of your holiday.

INSURANCE

It is the responsibility of the Lead Guest to make sure that all the personal possessions of the party are insured. We cannot accept any liability for theft of, loss of or damage to personal possessions. In addition the Lead Guest should make sure that the party has full and appropriate travel insurance for all risks to include cover in case of cancellation

COMPLAINTS

Any complaints must be reported immediately to the owner's representatives thereby giving them the opportunity to rectify the problem during your stay. If the problem cannot be rectified during your stay, you must write to us within 10 working days of departure giving full details of your complaint. We cannot consider a complaint if the course of action set out in this clause has not been followed.

OCCUPATION OF THE PREMISES

Only the named members of the party are permitted to use or stay in the property. If you are expecting overnight visitors, you must let us or our representatives know. You and your party must not exceed, at any time, the numbers of sleeping places, 6 (Maximum). The owner or her representatives have a right at all times to refuse access to the property for people who are not members of the party.

LOCATION MAP & DIRECTIONS + KEY COLLECTION

A Location Map & Directions with Key Collection instructions will be sent to the Lead Guest on receipt of deposit payment.

ARRIVAL / CHECK-IN TIME

This is from 16.00 Hrs / 4.00pm until 9.00pm on the arrival day booked.

DEPARTURE / CHECK OUT TIME

This is by 10.00 Hrs / 10.00am on the departure day booked.

We hope you enjoy your holiday in Lulworth and please do let us have your feedback.