

Booking Form

Please complete in block capitals

GROUP LEADER DETAILS

Title: Initials: Surname:

Address:

.....

County: Postcode:

Daytime Telephone No: Evening Telephone No:

Email Address:

ORGANISATION

Name of group/family:

OCCUPANCY (please tick)

We require the whole barn on a sole occupancy basis

We are aware that we may be sharing with others

BOOKING DETAILS

From: DD/MM/YYYY/...../..... **To:** DD/MM/YYYY/...../.....

Number Staying: Adults: Children: Cots: (Cots be arrangement)

Dogs Bikes

Any **agreed** special requirements:

.....

TRANSFERS / TAXIS (PREVIOUSLY AGREED)

From to Marsett/Stalling Busk village for Adults: Children:

Monies received: £ .00 Balance left to be paid: £ .00

Where a deposit has been paid, I will forward the balance due six weeks before the start date of the stay.

Signed:

Name: (block capitals)

Date:/...../.....

Please initial both pages of these terms and conditions to confirm your acceptance.

PAYMENT

Once you have signed our T&C's we will send you an invoice, if it is within 6 weeks of your booking it will be for the full amount, if longer, we will require a 25% deposit to secure your booking. We can take payment by credit, debit card, PayPal, bank transfer or cheque. May we remind you that **a booking cannot be confirmed until your deposit is received.** Please phone immediately if you book provisionally and later find you cannot stay. We can then offer your booking to someone else.

CARE OF THE PROPERTY

You and the members of your party are responsible for taking care of the property during your stay. All equipment and contents must be left clean and tidy on departure; it is your responsibility to take all rubbish with you, unless you have arranged for us to collect it. You need to ensure that you are not playing any music/making any noise that could be considered a nuisance/disturbance after 11pm. Any damages or breakages in the property are the joint responsibility of you and the member/s of your party that have caused the damage or breakage. The cost is payable upon demand and, subject to any incurred losses, not limited to loss of rental, interest, and other consequential charges as may be incurred by Askrigg Recreational Company Ltd (*hitherto referred to as ARC Ltd*). Minor breakages are not usually charged for being reasonable wear and tear, but the hirer **must** report any damage before departure. ARC Ltd operates a non-smoking policy throughout. In the event of any member of the party breaching the smoking policy ARC Ltd will make a charge for additional cleaning and damage caused as a result. A £50 charge will be levied if keys are taken from the property on departure; this is for replacements and inconvenience.

PARKING / TRANSPORT

We endorse sustainable transport and promote using local transport providers. The barn is targeted at cycling, walking & outwards bounds groups. If multiple, large, or access vehicles are necessary, please advise as we will need to make arrangements for you. We prefer to arrange parking away from Marsett/Stalling Busk to preserve the tranquil setting, however if you have a specific need, please advise us and we will try to accommodate. There is only parking for 2 cars independently in Marsett/Stalling Busk, it is preferred that these are reserved for emergency (group) leader and access vehicles. Where we do provide transport it will be to Marsett only, there is then a short walk to the Barn, down an uneven track. No vehicles are to be left on site, unless there is a particular mobility need which has previously been agreed.

RIGHT OF ENTRY

The Owners of Raydale Barn (ARC Ltd) reserve the right to enter the property at any reasonable time for the purpose of emergency repairs should they become necessary. They will obviously respect your right to privacy and confidentiality and accommodate any reasonable request as to timing or arrangements in this. The property must be securely locked when you and the members of your party are out and care taken not to expose the property to any fire risk or other risk such as flooding. You and each one of the members of your party are responsible for acting in a responsible manner during your stay. The Owners reserve the right to retake possession of Raydale Barn at any time for any reasonable reason and in particular where serious misconduct has arisen in or around the property (misconduct policy available on request).

DESCRIPTIONS

The Owners of the property (ARC Ltd) oversee the management of Raydale Barn and make every effort to describe it fairly but also anticipate possible changes. All information in our brochures and on the web site is given in good faith and is correct at the time of publication but the owners cannot be responsible for changes beyond their control or which may become known after publication without reasonable opportunity for updating the website.

COMPLAINTS PROCEDURE

You must inform the Owners immediately if a problem arises and every effort will be made to rectify it as soon as possible so that you enjoy the rest of your holiday. In the event of breakdown of domestic facilities, plumbing, wiring, or any unforeseen occurrence or circumstance the owners will not be required to pay any compensation, expenses of any kind. It is therefore advised that guest ensure they have adequate travel insurance.

PET POLICY

Guide dogs are always accepted without charge but must be declared on the booking form. Other pets are allowed by specific arrangement with the owners; dogs **MUST** be kept on a lead at all times outside the barn, and must not be left unattended in the barn at any time.

CONTACT / QUERIES / EMERGENCIES

In the event of any queries, in the first instance please contact either Heather Hodgson (01969 650109) or Colin Anderson (01969 650821). If an emergency our caretaker Wilson Hodgson (in Marsett) details are in the barn, or contact 999 if needed, quoting the grid reference and barn address. All this information is located in the entrance to the barn, on the wall.