

**Boltongate Old Rectory - Booking Terms & Conditions**  
(with apologies for the necessary legal formality)

**Welcome.** Thank you for choosing to book with Boltongate Old Rectory. We look forward to welcoming you. Please be aware that when making a reservation you are entering a contract with us. The terms and conditions are set out below.

**Cancellation and Insurance.** A contract is made between us once we have received your deposit. The deposit is £40 per room per night. For your security we prefer this to be paid by 'phone using either a debit or credit card. From that time any deposit you have paid is non refundable.

If you need to cancel please contact us immediately. For cancellations made up to 21 days before your date of arrival, the deposit will be retained but can be used against a future booking if taken within 6 months of the cancellation. For cancellations made after this time, or by failing to take up the booking without cancelling, you will be liable for the total amount. For this reason we strongly recommend that you take out cancellation insurance, which is inexpensive and can be obtained from any good broker.

**Check in.** Your accommodation is available to you from 4:30pm on the day of arrival. We would appreciate it if you would 'phone or e mail on the morning of your arrival to give us some idea of your arrival time so that there is someone to welcome you. We serve tea and scones, cakes or biscuits from 4.30- 6.00pm

**Check out.** We ask that you please vacate your room by 11:00am

**Damages & Breakages.** Please take care of our home. You are responsible and liable for any breakages or damages which you cause to the accommodation or its contents. Please report these as soon as they occur especially if you accidentally spill something – it's much easier to clean if we know what it is and act quickly. We do not normally charge for breakages, but we reserve the right to charge for repair or making good if the damage is significant.

**Data.** Some of the data gathered during the course of this booking may be held on computer. We would like to hold this data after your visit to be able to inform you of future offers. If you would prefer us not to hold this information, please let us know.

**Liability.** We do not accept any liability for any damage, loss or injury to any member of your party or any vehicles or possessions, unless proven to be caused by a negligent act by ourselves or our employees whilst acting in the course of their employment.

**Non-Availability.** We would only cancel your booking if your accommodation was unavailable for reasons beyond our control. We would attempt to find you alternative accommodation, however if this was not possible, or unacceptable to you, then we would refund all monies paid by you. Our liability will not extend beyond this refund.  
In addition, whilst we will do our best to accommodate individual requests, we cannot always promise to reserve your preferred choice of room.

**Prices.** The price includes accommodation and breakfast only. All extras such as dinner, telephone, drinks etc are additional with the exception of tea and coffee trays and some pre dinner drinks which are served with our compliments when dining with us. Our preferred method of payment is cash or debit card. We are able to process credit cards but these incur an additional charge to us of 2%, which regrettably we need to pass on to guests. We reserve the right to change our prices at any time. This does not affect bookings already made.

**Boltongate Old Rectory is a non smoking house.**

**Children over the age of 14 are welcome at any time, younger children only as part of a full house booking.**

**Pets are not permitted in the house.**

We look forward to welcoming you to Boltongate Old Rectory.