

Shillingford Bridge Hotel

Booking Terms and Conditions

1. Provisional reservations will be held for 14 days, after which time a deposit will be required to confirm the booking.
2. A booking is only confirmed once a deposit of £800.00 and a letter of confirmation has been received. The deposit is non-refundable unless the confirmed date is re-let to another client for an equal monetary value.
3. 80% of the outstanding balance is required 12 weeks prior to your wedding date.
4. The remaining balance is due 2 weeks prior your wedding date. May we also request that you provide us with final numbers by this date.
5. Any extra charges incurred on the day must be settled on departure.
6. All payments, once received are non-transferable and non-refundable. Refunds for confirmed events are subject to condition 2, and will only be calculated once the event date has passed, and the value of replacement event has been confirmed.
7. Saturday Wedding Breakfasts are required to have 60 full paying guests to secure the booking.
8. For Evening Receptions there must be no less than 85% of Guests catered for. All catering must be supplied and prepared by the Hotel.
9. With regards to Accommodation at the Hotel, for the Wedding night a Maximum of 10 Rooms will be allocated for your Guests and for any additional Guests wanting to stay, these must be booked for two nights stay.
10. We strongly recommend that you take out Wedding Insurance in the unlikely event of any unforeseen circumstances. Please see the enclosed leaflet for further information.
11. Prices are valid for weddings taking place before 31st December 2010 and are inclusive of VAT at the current rate.
12. Children's Charges – Children age 3 to 12 years are charged either 50% of the wedding package price or may choose from the individually priced children's menu. Children under 3 years of age are free of charge.

Shillingford Hill, Near Wallingford, OX10 8LZ
Tel: 01865 858567 Fax: 01865 858636
Email: shillingford.bridge.conference@forestdale.com
Website: www.forestdale.com