



BOOKING FORM: CHRISTMAS 2019
 Contact our Christmas Coordinator on 01291 674817

YOUR INFORMATION			
Name:			
Address:			
Postcode:		Email:	
Business/Group Name:			
Tel (Home):		Tel (Work):	
YOUR BOOKING			PLEASE TICK & SELECT DATE (if applicable)
Please write your chosen date alongside your chosen event from those listed	Holly Menu - £32.50 per person (3 course) / £27.50 per person (2 course) <i>(Lunch dates available: Friday 22nd November – Monday 23rd December 2019 excluding Sundays)</i> <i>This menu also includes mince pies & tea/coffee</i>		
	Family Lunch - £47.50 per person <i>(Date available: Sunday 15th December 2019 only)</i> <i>Includes a 3 course lunch plus mince pies & tea/coffee</i> <i>Includes entertainment</i>		
	Festive Afternoon Tea - £33.00 per person <i>(Date available: Sunday 1st December 2019 only)</i> <i>Includes entertainment</i>		
	Mistletoe Menu £38.00 per person (3 course) / £33.00 per person (2 course) <i>(Evening dates available: Saturday 23rd November – Monday 23rd December 2019)</i> <i>This menu also includes mince pies & tea/coffee</i>		
	Dirty Dancing and Grease Tribute Night - £48.00 per person <i>(Date available: Friday 20th December 2019 only)</i> <i>Includes a 3 course dinner plus mince pies & tea/coffee</i>		
	Michael Bubl� Tribute Night - £42.50 per person <i>(Date available: Thursday 28th November 2019 only)</i> <i>Includes a 3 course dinner plus mince pies & tea/coffee</i>		
	Abba Tribute Night - £48.00 per person <i>(Date available: Saturday 21st December 2019 only)</i> <i>Includes a 3 course dinner plus mince pies & tea/coffee</i>		
	Only Fools The ‘Cushty’ Dining Experience - £51.00 per person <i>(Date available: Monday 9th December 2019 only)</i> <i>Includes a 3 course dinner plus freshly brewed tea & coffee</i>		

Deposit information overleaf

<p>80's Party Night - £48.00 per person <i>(Dates available: Friday 29th November, Friday 6th, Friday 13th, Saturday 14th & Thursday 19th December 2019)</i> <i>Includes a 3 course dinner plus mince pies & tea/coffee</i></p>	
<p>Faulty Towers The Dining Experience - £51.00 per person <i>(Dates available: Friday 22nd November & Tuesday 17th December 2019)</i> <i>Includes a 3 course dinner plus freshly brewed tea & coffee</i></p>	
<p>Murder Mystery Dining Experience - £45.00 per person <i>(Date available: Thursday 12th December 2019 only)</i> <i>Includes a 3 course dinner plus freshly brewed tea & coffee</i></p>	

YOUR DEPOSIT

<p>Number of guests in your party <i>(A non-refundable deposit of £15.00 per person required to confirm booking)</i></p>	Adults		Children		Babies	
<p>Number of bedrooms required for the night of the function <i>(A non-refundable deposit of £50.00 per bedroom required to confirm booking)</i></p>	Family Room		Double Room		Twin Room	
<p>Deposit enclosed of <i>Payment of deposit accepted by either cash, cheque (a single cheque for the whole party payable to: Glen-Yr-Afon House Hotel) or credit/debit card.</i></p>	Function Deposit	£	Bedroom Deposit	£	Total Deposit	£

Should you prefer to pay by card, once we have received your completed booking form we will be in touch to arrange the payment of your deposit.

All Christmas bookings are conducted on the basis of your acceptance of our Standard Terms and Conditions (see overleaf). All events are subject to availability.

STANDARD TERMS AND CONDITIONS FOR CHRISTMAS AND NEW YEAR'S EVE BOOKINGS 2019

CONFIRMATION (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

A provisional booking for the date of your choice will be held for a maximum of 14 days. After 14 days, a non-refundable and non-transferable (e.g. cannot be used for beverage purchases) deposit is required of £15.00 per person to confirm all Christmas bookings and £50.00 per person to confirm all New Year's Eve bookings. Confirmation will then be made in writing by the Hotel once a deposit has been received for each of the guests.

If the organiser is paying on behalf of a large group please send ONE cheque or arrange payment by one credit/debit card only. Cheques will need to be made payable to 'Glen-Yr-Afon House Hotel'

PAYMENTS (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

All Christmas bookings will need to be paid in full on/before Monday 4th November 2019. Deposits and payments of the final balance are non-refundable and non-transferable. Late payment may incur an additional charge.

If any extra guests are added to the booking after Monday 4th November 2019 (subject to availability) then full payment would be required immediately. Any extras incurred on the night (i.e. wine, bar drinks) are to be settled on the day/evening of the event. All payments will be confirmed in writing.

FOOD AND BEVERAGE (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

No outside catering is permitted at the Hotel. All alcoholic beverages brought onto our premises are subject to a corkage charge.

PHOTOGRAPHS (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

We reserve the right to use any photographs we take of your function or your guests in our publicity material or on our website.

SPECIAL REQUIREMENTS (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

It is the client's responsibility to inform the hotel prior to the event, of any special dietary requirements or food allergies of any of the function guests at the same time the full pre-order is received. Although dishes may not contain nuts as an ingredient, there is a possibility that they will contain nut traces. The hotel does not accept responsibility for nut or other allergies. A full list of allergens can be made available on request.

Any wheelchair accessibility requirements must also be notified to the Hotel in advance of the function.

TABLE LAYOUTS (FOR FAULTY TOWERS, ONLY FOOLS & MUDER MYSTERY BOOKINGS)

Please note that due the format of the events, any parties booking for less than 10 guests will be seated with other parties. On the evening a copy of the seating plan will be made available to you.

PRE-ORDERS (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

Pre-orders for each party will be requested at the same time as the final payment is requested (Monday 4th November 2019) and the name for each guest will need to accompany the individual pre-order. For larger parties containing several tables, a table-by-table pre-order will be required.

CHILDREN (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

Children who are aged 8 years and under will be charged at half the advertised menu cost. Any persons aged 9 and over would be chargeable as an adult.

ACCOMMODATION (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

It is the responsibility of the client, at the time of confirming the booking to enquire about room availability and request a number of bedrooms to be reserved for function guests. Individual guests must confirm their reservation and pay a non-refundable deposit of £50.00 per room per night. We offer several rooms that are wheelchair accessible. It is the client's responsibility to notify the Hotel of any accessibility requirements in order that appropriate rooms can be allocated. The Christmas tariff for accommodation is only available to guests attending a Christmas function.

TRANSPORTATION (FOR CHRISTMAS BOOKINGS)

We advise any guests attending lunchtime events to organise their transportation from the venue by 5pm. For any guests attending evening events such as Faulty Towers or Only Fools, we would suggest transportation be arranged by 12.30am.

SMOKING (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

We operate a strict no-smoking policy throughout the building. Smoking is permitted outside in the smoking shelter only, where ashtrays are provided. If ashtrays are not used, an extra charge may be levied to the client for the cleaning up of cigarette butts. It is against the law to smoke in a public building. Out of fairness to the next guest and to maintain our integrity as a clean and non-smoking establishment, we do not permit smoking in any of our bedrooms. It is usual for us to charge an extra night's accommodation if we feel we cannot re-let a room which smells of smoke after departure.

DAMAGE (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

The client is responsible to the Hotel for any damages caused by the client or their guests or agents. The hotel reserves the right to refuse entry to the hotel and to charge the company, organiser or individual for any damages caused by unreasonable behaviour.

ENTERTAINMENT (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

The management reserves the right to change the advertised artistes without prior notice in the unfortunate circumstances for force majeure, ill health or forces beyond our control. The hotel reserves the right to amalgamate Christmas events to ensure appropriate numbers, or to move an event to a smaller/larger room should numbers dictate.

We require a copy of valid public liability insurance for any sub-contractor i.e. entertainment arranged by yourselves. Failure to provide a copy in advance of your function date, may result in access being denied.

Please note that any music played in Clarkes Restaurant / Library is only permitted at a background level. The hotel reserves the right to control the level of music in deference to other guests.

ADVERSE WEATHER CONDITIONS (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

Should adverse weather conditions mean you are unable to visit the hotel as planned for your booking we would require 24 hours notice from the party organiser. We regret that no refunds can be given for bookings affected by adverse weather. You would however, be given the option of having a credit for the paid sum to be used against an alternative booking in January / February 2019 on a date of your choosing (subject to availability) provided the required notice is given.

CANCELLATION (FOR CHRISTMAS & NEW YEARS EVE BOOKINGS)

By the client

In the event of the client's cancellation of the function, the following charges will apply

Prior to Monday 4th November 2019 Deposit retained by Hotel

After Monday 4th November 2019 Full payment retained by Hotel

Cancellations can only be accepted by the principle party that made the original booking and only when accompanied by written confirmation

By the hotel

The hotel may cancel the reservation if:

- The hotel or any part of it is closed due to circumstances outside its control.
- If the booking may prejudice the reputation or cause damage to the hotel.

In such an event the hotel will refund any advance payment (including deposit) but will have no further liability. The Hotel shall not be liable for any breach of this contract caused by any event or matter beyond its control including strikes, labour disputes, fire, riot, flood, war and including any other matter in the opinion of the Hotel proving impossible the performance of the contract but not being limited to matters listed here.