

Booking form for Parcevall Hall

Please complete this form, sign and return it together with the relevant deposit, after contacting the office to check availability. To book for additional events, please photocopy this form, download from our website, or ring the Hall to be emailed a copy. Please note that bookings are not deemed complete until we have received a signed booking form and deposit. Spaces are allocated on a first-come, first-served basis.

We regret we're no longer able to allow any device to be recharged in the bedrooms or public areas. Please ask a member of staff to arrange recharging, if required.

Guest name(s):		
Full postal address:		
Landline number:		
Mobile number:		
E-mail address:		
Event:		
Event dates:	*From:	*To:
Dietary requirements:	<p>Please be aware that in our kitchen we use nuts, dairy, wheat, gluten, soya and eggs, so we cannot guarantee they won't find their way into our home-cooked food. Please ring if you have any concerns.</p>	
Facilities required:		
Price per person:	£	
Deposit (non-refundable):	<p>£30 per person (deposit cheques will be securely destroyed if places requested are unavailable)</p> <p>Deposit receipts are sent only on request. Do you require one? Y / N</p>	

Cancellation policy:	Programmed events and individual bookings: Within 4 weeks of arrival: 50% of full price Within 2 weeks of arrival: 75% of full price Within 1 week of arrival: Full payment	Group Bookings: Within 6 weeks of arrival: 50% of full price Within 3 weeks of arrival: 75% of full price Within 2 weeks of arrival: Full payment
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If you would like to receive occasional emails from us with news and offers, please tick the box below. You will find a copy of our Privacy Policy on our website at parcevallhall.org.uk, or you can contact us and we will send you a copy.

We ask any group or individual making a booking to note that in the case of snow or bad weather, unless you are notified by us that your booking/event has been cancelled, the cancellation policy above will apply.

Signed: _____ Date: _____

Please note

The Hall has uneven floors and spiral staircases, so we recommend suitable footwear.

* If you intend to arrive earlier or depart later than the given time, please contact the Hall in advance. We look forward to seeing you. If you have any queries please do not hesitate to contact us.

Cheques payable to Parcevall Hall

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