

FUNCTION TERMS AND CONDITIONS

FUNCTION CANCELLATION

THE FOLLOWING CANCELLATION FEES APPLY IF YOU CANCEL AN EVENT;

- * MORE THAN 30 DAYS – THE FULL DEPOSIT OR ROOM HIRE WILL BE RETURNED TO YOU.
- * 7 – 29 DAYS NOTICE – THE DEPOSIT OR ROOM HIRE WILL BE FORFEITED.
- * LESS THAN 7 DAYS NOTICE – IN ADDITION TO THE DEPOSIT OR ROOM HIRE (WHICH WILL BE FORFEITED) YOU WILL BE REQUIRED TO PAY ALL FOOD ITEMS, HIRE CHARGES AND SUNDRIES LISTED. IF THE ROOM CAN BE RE-HIRED THE HOTEL MAY AT ITS DISCRETION WAIVE PART OR ALL OF THE ABOVE FEES.

PAYMENT AND PRICING

YOU ARE REQUIRED TO PAY YOUR ACCOUNT INCLUDING ALL CHARGES AND FEES ON DEPARTURE OF THE HOTEL UNLESS ACCOUNT DETAILS HAVE BEEN SET-UP PRIOR TO THE EVENT.

THE HOTEL MAY AT ITS DISCRETION, APPROVE A CREDIT ARRANGEMENT, YOU WILL BE REQUIRED TO PROVIDE ALL RELEVANT INFORMATION INCLUDING AUTHORISATION OF PAYMENT.

THE HOTEL'S 'CONFIRMATION BOOKING SHEET' MUST BE DATED AND SIGNED AND RETURNED BY FAX PRIOR TO THE EVENT. STATING ALL INFORMATION AS REQUIRED BY HOTEL.

THE FINAL CHARGES WILL BE BASED ON THE RATES QUOTED, UNLESS CHANGES HAVE BEEN MADE IN WHICH CASE THE HOTEL WILL ADVISE YOU OF THESE RATES.

ALL RATES ARE NON-COMMISSIONABLE, AND ARE INCLUSIVE OF G.S.T.

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