

FOREST CARAVANS BOOKING FORM

Please read and sign agreement of Terms and Conditions before completing this form and forwarding both to us with £50 per week (non-refundable) deposit. If it is less than 8 weeks to start of holiday the full amount including £50 Security Deposit will be due.

Cheques should be made payable to ‘Mr & Mrs Phillips and sent to:
 28 Blenheim Crescent
 Hordle
 Lymington
 Hants SO41 0GR

Please enter the names of all people who will be staying in the caravan (including children and babies) with the hirer’s name first.

Full Name	Age if under 21

Address:.....

Telephone:.....Mobile:.....

e.mail address:.....

Arrival date:.....Departure date:.....(max 3 wks)

Please circle requirements below:

Club Membership required? This is a small charge, of which you will be advised, payable to Hoburne Bashley. (If you require this, we will send you an application form together with an addressed envelope for you to send directly to Bashley). YES/NO

Bed linen required? £7 per double, £4.50 per single per week YES/NO

The following are F.O.C. but we only have a limited supply:

Travel Cot required? (bedlinen must be supplied by yourselves). YES/NO

Highchair required? YES/NO

Bedguard required? YES/NO

FOREST CARAVANS BOOKING TERMS AND CONDITIONS

We will not accept bookings from unaccompanied teenagers or single sex groups. Couples and families only. The hirer must be over 21 and must be resident in the caravan for the duration of the holiday. We reserve the right to refuse any booking without explanation.

- **Booking:** The booking form should be fully completed and forwarded to us with a non-refundable deposit of £50 per week booked. The caravan will be reserved for 7 days from day of booking. The balance of holiday, together with a £50 Security Deposit is due no less than 8 weeks before commencement of holiday (If the balance is not received 8 weeks before start of holiday, Forest Caravans reserve the right to re-let the caravan with the loss of your deposit). If the first day of your holiday is less than 8 weeks from the date of booking, the full amount of holiday including the £50 Security Deposit will be due. Only persons named on the booking form will be allowed to stay in the caravan (maximum 4 in a 2 bedroom and 6 in a 3 bedroom including children and babies) unless arrangements are made with owner for any name changes to be made before commencement of holiday.
- **Security Deposit:** A £50 Security Deposit will be payable with final balance and held against any damage, loss or additional cleaning/laundry. This deposit will be refunded to you within 7 working days provided the terms and conditions have been complied with. In the event of the £50 Security Deposit not being sufficient to cover same, Forest Caravans reserve the right to seek additional payment from hirer.
- **Cancellation:** In the event of cancellation, a full refund (less £50 per week non-refundable deposit) will only be given if we receive cancellation by phone followed by written confirmation no less than 6 weeks before commencement of holiday. After this time we can offer a refund (less £50 per week non-refundable deposit) only if we can re-let the caravan. **We recommend you purchase holiday insurance to cover cancellation, valuables and belongings.** No refund will be made to any hirer whose hiring has commenced and who vacates the caravan for any reason prior to the agreed date of departure.
- **Temporary Club Membership:** Temporary Club Membership is optional, but is required to use any Club facilities and without which you may be refused entry to Club. The membership is payable directly to Hoburne Bashley for a small charge. We will inform you of the amount when you book and send you an application form and addressed envelope for you to complete and send to Bashley with payment.
- **Occupancy of caravan:** The period of occupancy of the caravan is from 3pm on the day of arrival until **10am at the latest** on day of departure. Alternative times may be available for weekend bookings by prior arrangement. We will endeavour to have your accommodation thoroughly cleaned and ready for your occupation by 3pm on arrival date. This time cannot be guaranteed however, if there are extenuating circumstances beyond our control.
- **Keys:** Keys must be handed in to Bashley Reception on departure. Any keys not handed in or lost will be charged for.
- **Pets and Smoking. Strictly no pets allowed in caravans. Strictly no smoking allowed in caravans.**
- **Accommodation:** The caravan must be left in a clean, tidy and undamaged condition with all rubbish removed. An amount will be deducted from the Security Deposit for any damage, extra cleaning/laundry or replacement of broken/damaged items. Duvets, pillows and protectors are provided for the number of occupants named on the Booking Form. Duvet covers, bottom sheets and pillowcases must be used on bedding. For reasons of hygiene, waterproof mattress protectors must not be removed from beds. Linen can be hired from us for a small amount and we will make up the beds for your arrival, or you can bring your own. **Please inform us immediately of any breakdown of appliances. Forest Caravans must be contacted on 01425 627770 if there are any problems in the caravan. Only contact Hoburne Bashley in the unlikely event that we are unavailable as they charge us a huge amount for any repairs/light bulbs etc.** Windows must be shut and doors locked securely when leaving the caravan unattended.
- **The Barbeque:** The barbeque is used at your own risk and must be cleaned by yourselves after use. It must be used far enough away from the caravan so as not to cause damage to same.
- Should accommodation booked become unavailable due to circumstances beyond our control a full refund of any monies paid will be given, but you will have no claim against us. Alternative accommodation will be offered whenever possible.
- Hirers' rights to occupy the caravan may be forfeited without compensation if any activity is undertaken which may cause unreasonable damage to the property or noise or disturbance to the neighbours.
- Please note that we do not own the caravan site and therefore cannot accept liability for alterations to the facilities or entertainment currently advertised. You can phone Bashley Reception on 01425 612340 if you would like to check what is available for the dates of your holiday.

I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS.....

(Please sign this form and forward to us with completed Booking Form. We suggest you keep another copy for your reference).