*Group Booking Form*

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| **\*Contact name, number & email for reservation:**  |
| **\*Host name & contact number on the day:**  |
| **\*Date of reservation:** |
| **\*Arrival time:** *(Finish time if applicable)* |
| **\*Number of people:** |
| **\*Menu:**  |
| **Welcome drink:**  |
| **White wine:**  |
| **Red wine:**  |
| **Water:** Still and/or Sparkling |
| **Any other special requirements:**  |
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**\*Credit Card Number:** \* **CVV number last three digits:**

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**\* Credit Card Expiry Date** |

*We reserve the right to charge £20.00 per person as a deposit on all bookings.*

***Terms & Conditions***

I agree with the Terms & Conditions overleaf and I understand that if 48 hours notice is **NOT** given with

regards to changes in numbers for a **Confirmed Booking,** the full amount of the food may be charged.

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| **\*Sign:**  |
| **\*Print Name:** |
| **\*Date:**  |

 \* Mandatory Fields

Group Booking Conditions

* Menus are available for parties of a minimum of 8 guests.
* A 30% deposit is required at time of confirmation of reservation.
* Confirmation of final numbers in parties must be made 48 hours prior to booking. Any changes in numbers after this may be charged in full.
* The agreed deposit is only refundable if notification of the cancellation is received 7 days prior to the date of the booking, where a full refund will be given.
* Pre-ordering of food & wine is required for all group bookings. Pre-order forms will be supplied by the restaurant.
* We accept all major credit cards except diners and please note that we no longer accept cheques. We reserve the right to verify Credit Card details where necessary.
* No wines, spirits or food may be brought into the Restaurant for consumption on the premises.
* Please indicate all dietary requests and food allergies at the time of booking so that we can do our utmost to accommodate.
* A maximum of 2 bills per table will be permitted.
* Menus are subject to change without prior warning.
* All bookings are subject to availability and terms and conditions.
* All prices are inclusive of 20% VAT
* A discretionary service charge of 12.5% will be added

Thank you for the enquiry and we look forward to assisting you with finalising your preparations.

Please do not hesitate to contact me should you require any further assistance.

Kind regards,

The Restaurant Management