



## Merseyside Police Federation Cottage Booking Conditions

### 1. TO MAKE A BOOKING

Please fill in the attached booking form for your chosen dates. We can then hold this provisionally for 5 days giving you time to complete the booking form and send in your payment via either cheque, credit or debit card, or via internet banking. If however your holiday is to take place within two weeks of booking, we will require you to pay by credit/debit card, at the time of booking. There are two tariffs, PEAK and OFF PEAK. PEAK bookings can only be made for a full 7 day period. Friday is the normal turn around day. For OFF PEAK bookings, these can be made for short breaks

### 2. CONFIRMING YOUR BOOKING

For bookings of 4 nights or more, a deposit of £170 is required to confirm your booking. For bookings of 2 or 3 nights, payment must be made in full at the time of the booking. Bookings can only be made for a minimum of 2 nights. If however you are booking within 8 weeks of your holiday, payment must be made in full when confirming your holiday. Cheques to be made payable to **Merseyside Police Federation**. Please send your cheque to:

***Merseyside Police Federation  
Malvern House  
13 Green Lane  
Liverpool L13 7DT***

For internet banking, please use the following details:

Name: Merseyside Police Federation

Bank: Barclays

Sort code: 20-50-82

Account no: 40671428

Please quote your surname + Lakestone as your reference.

Debit and credit card payments can be made by telephoning 0151 259 2535, where payment will be taken.

Please note your holiday is not confirmed until you have received written confirmation from us. Your booking is made as a consumer and you agree the owner will not accept liability for expenses, costs, losses, claims or other sums that relate to any business however so suffered or incurred by you. You must be over 18 years of age at the time of making your

booking. As soon as you receive the written holiday confirmation email, you must check it carefully. Any errors must be reported to us immediately.

### **3. BALANCE PAYMENT**

The balance of your holiday is due at least 8 weeks prior to holiday commencement. This can be paid by forwarding a cheque, internet banking or paying via credit/debit card. Non Payment of the final balance when it becomes due will constitute cancellation of the holiday and forfeiture of the deposit payment.

### **4. CREDIT CARD PAYMENTS**

To recover the credit card company charges if you choose to pay this way, we levy a 1.9% surcharge and this will be added to any credit card payment.

### **5. HOLIDAY COST**

The prices quoted are for 7 nights accommodation from the changeover date which is usually a Friday. Included in the price is gas and electric fuel, and bed linen.

### **6. BREAKAGES**

Whilst we do not require a breakage deposit, any cost of repair or replacement of items damaged will need to be paid for, and will be collected after your stay

### **7. SHORT BREAKS**

These can be arranged out of season and at short notice during the high season, please telephone or email to discuss your requirement. Please see prices for rules.

### **8. OCCUPANCY**

Your holiday group must not exceed the maximum number of people the property will sleep (six). If it does the owner/caretaker can refuse to allow you to take possession of the property or make you leave before the end of the holiday. If this happens we will treat your holiday as cancelled by you and you will not be entitled to a refund of monies of compensation. Please note, this is a three bedroom cottage. The sleeping arrangements are 2 x double beds, and 2 x single beds. The travel cot provided is only suitable for a child under the age of 1 year old (this may be additional to the six people). If it is anticipated taking more children under the age of 1 years of age, please contact the owners.

### **9. NO SMOKING**

**Smoking is strictly forbidden at our Cottages**

### **10. PETS**

Pets are not accepted at our Cottages. If you book the cottage and bring a pet and are asked to leave no compensation/refund will be offered.

### **11. TRAVEL COT**

We have a cot available which is free of charge. Please note the cot provided is a travel cot and there is only 1 cot available. We do NOT provide linen for the cots.

## **12. HIGHCHAIRS**

A highchair is also available free of charge.

## **13. TOWELS**

Towels are not provided.

## **14. KEY COLLECTION**

Your property is available from 3.00pm on day of arrival and must be vacated by 11.00am on day of departure, unless otherwise stated on your holiday confirmation. Keys can be collected prior to the stated time however your property will not be guaranteed to be ready before this. In some instances we may be able to bring forward the entry time or extend the departure time, however we do require advance notice and we will only be able to confirm we are able to change the times 3 days before holiday commencement. Keys must be returned to the collection point. You will be notified of these arrangements once final payment is made.

## **15. CARE OF COTTAGE**

Our cottage is lovingly cared for and we ask that you treat the cottage with respect and leave it clean and tidy. Please report any damages/breakages to the cottage owner on or before departure in order for us to fix/replace these prior to the next guests coming in. Damage/breakages caused through neglect may be charged for, in this case we will contact you within 1 week of departure.

Please make sure you leave the cottage clean and tidy, ready for our cleaners.

## **16. IF YOU CHANGE YOUR HOLIDAY**

If you cancel within 8 weeks of the booked holiday, unless the cottage is relet, the full rental will be due. If you cancel 8 weeks or more before your holiday, the deposit will be forfeited, unless we are able to relet the cottage.

## **17. LIABILITY**

The owner shall have no liability for any death or personal injury unless, it results from the owner's negligence or that of any employee of the owner (providing they were at the time acting in the course of their employment). You must take all necessary steps to safeguard your personal property. No liability is accepted by the owner in respect of damage to, or loss of, such personal property except, in the case of the owner, where the damage or loss is caused by the negligence of the owner or that of any employee of the owner (providing they were at the time acting in the course of their employment).

Merseyside Police Federation