

# B | M

## Terms & Conditions

**Bryn Meadows Golf Hotel & Spa asks clients to be aware that weddings are conducted on the basis of our standard terms and conditions. Please read through, sign, and return to the hotel.**

### Confirmation

A provisional booking can be held for a maximum of 14 days. After this time, the booking must be confirmed or released. To confirm a booking, a £750 non-refundable and a non-transferable deposit is required, along with written confirmation and a signed copy of these terms and conditions. The booking is only confirmed when your deposit is received. 18 months and 12 months prior to the wedding date (stated on your contract) a further £750.00 deposit is required. If your wedding is within 12 months of your booking date a deposit of £1,500.00 is required. THESE DEPOSITS CAN NEVER BE REFUNDED. All prices quoted are inclusive of VAT at the prevailing rate. All prices, menus, and packages are subject to change at the hotel's discretion.

### Payment

Final numbers and details must be confirmed along with final payment 14 days prior to the wedding. Provisional numbers, menus, and timings will be asked for up to 28 days previously. No refunds will be given after this time for changes in numbers etc. Any Charges incurred on the day must be settled for on departure.

### Cancellations

In the event of you cancelling your wedding, the following will apply; Your full deposit will be lost and will not be refunded. Cancellation Charges - calculated as a percentage of the total booking value, which will be:

- **12-18 months before the wedding at 25%**
- **6-12 months before the wedding at 50%**
- **3-6 months before the wedding at 75%**
- **0-3 months before the wedding at 100%**

All cancellations have to be made in writing by recorded delivery. They must also be signed by both parties from the original contract. Both parties are reminded that they hold joint and several liabilities with respect to any cancellation fees.

### Minimum Numbers

Bryn Meadows Golf, Hotel & Spa reserves the right to set a minimum number for all weddings. Please find all minimum numbers below. Please refer back to your contract if you are unsure of your minimum numbers. A room hire charge may also be applicable. Smaller weddings of up to 50 guests can be accommodated in the Beacons or Barn Suite. Your package will be stated on your contract. This package cannot be downgraded.

Mon - Thurs    60 day    80 Evening

Friday    70 day    80 Evening

Sunday    70 day    80 Evening

Saturday    80 day    100 Evening

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### Damage & Theft

The hotel is unable to assume any responsibility for damage or loss of any articles left in the hotel before or after the event. The client is responsible to Bryn Meadows Golf, Hotel & Spa for any damage caused by the client or his guests, agents, employees, etc. Bryn Meadows Golf, Hotel & Spa is not responsible for any loss or damage to guests' belongings and personal possessions within the premises whatsoever, including the loss or any damage that has been caused. Guests are responsible for the protection of their own property and should keep any valuables, belongings with them and under their control at all times. Bedroom safety deposit boxes can be used at the responsibility of the guests.

### Property Let on the Premises

Any unclaimed Wedding cake left at the hotel longer than 2 days after your reception will be disposed of. All items, gifts, flowers, table centres, etc must be collected from the hotel on the day following the reception. Items from third-party companies MUST also be collected and it is your responsibility to ensure that they are made aware of this. Items left after this time will be disposed of.

### Data Protection Act

Any information supplied to Bryn Meadows Golf, Hotel & Spa, is held in accordance with the Data Protection Act 1984 and maybe used by Bryn Meadows Golf, Hotel & Spa to keep you informed with special offers and promotions we believe may be of interest to you. We do not disclose personal information to any other organisation.

### Food & Beverage

For the Wedding Breakfast, a set menu must be chosen for all the guests, i.e. one starter, main course, and dessert for your entire group. Vegetarians and special diets can be catered for separately. Finger buffets are not available for a wedding breakfast. Evening buffets must be ordered for the total number of guests attending the evening function. Due to Health & Food Hygiene regulations, we do not permit guests to provide their own catering. No wines or spirits may be brought into the hotel by clients or guests for consumption on the premises. This also includes miniature bottles.

## Client Agreement

**Partner one**

**Print:** .....

**Signature:** .....

**Partner two**

**Print:** .....

**Signature:** .....

**Date:** .....

## Hotel Agreement

**Hotel Signature**

**Co-ordinator's Name:** .....

**Signature:** .....

**Managers Signature:** .....

**On behalf of:** **Bryn Meadows Golf, Hotel, Spa**

**Date:** .....