



# PINE RIDGE

GOLF CLUB

## **Booking Terms and Conditions**

1. All bookings of facilities at any Crown Golf venue (hereafter called "the Centre") are accepted by Crown Golf upon the following terms and conditions
2. These terms and conditions, together with the Centre's written quotation on one hand and Client's written confirmation in respect of the booking on the other shall constitute the contract between the Client and the Centre and such contract shall come into effect immediately upon receipt of written confirmation from the Client or their agent.
3. The Centre reserves the right to amend these terms and conditions at its own discretion provided such amends are notified in writing to the Client at the time of booking.
4. The Centre reserves the right to revise quotations where prices maybe affected due to reasons beyond its control. And in any such event will do so in writing to the Client.

### **DEPOSIT PAYMENTS**

5. All bookings require a deposit, unless the client has an account with the Centre with a unique reference number, supported by a purchase order.
6. Bookings are provisional until receipt of appropriate written confirmation or deposit and signed copy of these terms and conditions. The Centre reserves the right to cancel booking without liability in the event of non-payment of a deposit.
7. Deposits are non-refundable except under circumstances defined in section 16/17
8. Business customers wishing credit facilities must ensure that adequate arrangements are in place no later than one month prior to the event.
9. In the absence of such arrangements a deposit of £500 the Centre's quoted price is payable at the time of booking.

### **ARRANGEMENTS AND NUMBERS ATTENDING**

10. The Client must confirm in writing to the Centre all information necessary to organise the function, including the anticipated number of attendees and details of special dietary requirements and menu selections, not less than 14 working days prior to the function. Where a booking is made at less than 14 days working days prior to the function. Where a booking is made less than 14 days notice, all such information must be confirmed at the time of the booking.
11. Final numbers need to be confirmed to the centre no later than 5 days. In the event of a booking occurring less than 5 days from the event the numbers given will be deemed final.
12. Where the actual attendance on the day varies from the final confirmed numbers the account shall be calculated on the numbers confirmed by the Client or the number actually attending, whichever is greater.
13. The Centre reserves the right to reallocate the function to alternative accommodation within the Centre at its own discretion if the attendance significantly differs from the predicted number. The Centre will give written notice of amendments prior to the event, if a reasonable notice period of change, is given by the Client. The Centre reserves the right to make any necessary amendments to the proposed menu or facilities.

### **CANCELLATION**

14. Cancellation charges are based upon the Client's most recent confirmation.
15. In the event of cancellation prior to an event the charges are as outlined in the matrix below. All deposits are non-refundable.
16. The Centre will make every attempt to resell cancelled booking space and use the profit in calculation of cancellation charges.
17. The Centre may, at its' sole discretion, cancel at any time, any function it deems may prove unsuitable or disruptive to the Centre as a whole. Although not bound to do so the Centre would, if permitted, offer a minimum of 5 days notice in consideration of the Client's need to amend arrangements. In such event the Centre will refund all monies paid in advance by the Client and shall be deemed to have no further liability arising from the cancellation. In the event a Client is found to have misrepresented the nature of the event, the Centre reserved the right to cancel the event without a refund of monies paid in advance.

### **PAYMENT**

18. For all bookings payment is made in full, unless credit terms have been agreed, no less than 14 days prior to the event.

19. The Centre reserves the right to action payment of any outstanding balance post event by use of the Clients payment details and will forward a receipt of payment to the address provided by the Client, The centre will attempt to notify the client before action of payment.

## GENERAL

20. The Client shall indemnify the Centre against any loss, damage, cost or expense caused to or suffered by the Centre or any agents, guest or employee of the Centre. Arising as a result of the deliberate, casual or accidental act of the Client, his agent, employee or guest of the function.
21. The Client shall not be liable for any loss or damage to the property owned by, or in the custody of the Client or his agents, employees or guest. Cars are parked in the Centre's car parks entirely at the risk of the owners and their guests.
22. The Client will not arrange for the delivery of any goods or material to the Centre without prior arrangement with the management.
23. The Client shall not introduce in the Centre any inflammable or hazardous material nor shall he or his agent, employee or guests, commit any act or erect any structure, which may endanger the Centre, or any persons within it. Clients will be responsible for ensuring that all measures necessary for the good health and safety of their employees, agents and guests are employed and enforced.
24. The Centre does not allow the consumption of drinks (alcoholic or otherwise) or foods not purchased through the site.
25. The Client agrees to take full responsibility, and reimburse the Centre, for the cost repair arising from any damage to the property, contents or grounds by their employees, agents or guests.
26. The Centre reserves the right to impose a charge of £100 for soiling caused by irresponsible behaviour
27. The Client is responsible for ensuring that any Band/Musician/DJ/Private or arranged third party, employed by them comply with all statutory and management requirements. Details of management requirements can be sort from the venue management
28. The Centre must comply with certain insurance/licensing and statutory regulations and requires the client to cooperate fully in meeting these.
29. All functions must end at the time stated in the contract, failing which the Centre reserves the right to charge additional room hire and any staff costs arising as a result.
30. All prices quoted include VAT unless otherwise stated.
31. The Centre shall not be liable for the failure to comply with any terms or conditions of Contract where compliance is prevented, hindered or delayed by any cause beyond its control including, but not limited to fire, storm, explosion, flood, Act of God, action of any Government or Government Agency, labour shortage, electrical power failure, interruption of supplies or industrial action.

## CONTRACTED SUPPLIERS

32. All basic audio visual equipment MUST be supplied by the Centre or an accredited supplier.
33. If independent suppliers are employed the Client is responsible for ensuring the correct health and safety and public liability is held by the supplier.
34. If independent suppliers do not provide the necessary documentation the Centre reserves the right to suspend the booking at any time.

### Date of Cancellation

Between 24 and 12 weeks before the Event is due to take place  
Between 11 and 6 weeks before the event is due to take place  
Between 5 and 4 weeks before the event is due to take place  
Between 3 and 2 weeks before the event is due to take place  
2 weeks before the event is due to take place  
1 week or less before the event is due to take place

### Payment required by Client

10% of the total booking value  
20% of the total booking value  
40% of the total booking value  
80% of the total booking value  
90% of the total booking value  
100% of the total booking