



PelhamHouseTerms & Conditions

Terms and Conditions

The Conditions detailed below apply to the booking of any event at Pelham House. We have tried to keep them as simple as possible, but if any point is unclear please do not hesitate to contact us.

Confirmation

All bookings are provisional until confirmed in writing. You may be asked to guarantee your booking with a credit card or deposit.

Confirmation constitutes a valid contract between Pelham House and yourselves. Once a booking is accepted, you will remain liable to Pelham House for the agreed price, but if you cancel any part of the booking then cancellation charges apply as detailed below.

Deposits

For all bookings of private functions a deposit of 20% is required and payable together with written confirmation. The deposit is nonrefundable in the event of cancellation.

Payments

Residents are requested to settle their accounts on departure. Organisers of functions are requested to pay the balance of their accounts in full two weeks prior to the function date, unless alternative arrangements have been agreed.

Credit or charge cards may be used to guarantee a booking, confirm a booking or settle the balance of an account.

Cancellations

The following cancellation conditions apply based on the estimated total cost of the function, Conferences, Banqueting, Exhibitions and Events.

1 - 30 Days 100%
31 - 90 Days 50%

Bedrooms - The first night's charge will be incurred for bookings cancelled within 48 hours of arrival. For groups of 5 rooms or more, 7 days notice is required or the first night's charge will be incurred.

Pelham House reserves the right to cancel bookings, or change the function room, if any part of the property is rendered unavailable due to circumstances outside its control.

Final Numbers

Final numbers for conference and catering must be received two weeks before the function date, together with the balance of payment for this number.

Damage and Insurance

Any damage caused to Pelham House Property will be charged to the company or person concerned.

Pelham House cannot accept responsibility for loss or damage to guests belongings.

Please sign below to show that you agree with the terms and conditions.

Company _____

Signature _____

Address _____

Print Name _____

_____ Date _____

PelhamHouse

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