



# The Little Cotswold Pub Company



The Royal William, Cheltenham Road, Cranham, Nr Painswick, Gloucestershire. GL 6 6TT  
Telephone 01452 813650 Fax Number 01452 813736 [www.royalwilliam.co.uk](http://www.royalwilliam.co.uk)

## Function Booking Form

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone Home \_\_\_\_\_ Work \_\_\_\_\_

Mobile \_\_\_\_\_

Date Required \_\_\_\_\_

Number of Guests \_\_\_\_\_

Arrival Time \_\_\_\_\_

Finish Time \_\_\_\_\_

Catering Requirements \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Concessions Agreed \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Requirements

## Terms & Conditions

### Deposit

A minimum non refundable deposit of £100 will be required to confirm your booking.

Your function will not be confirmed until we are in receipt of your deposit and full requirements.

Should you not confirm your booking within 4 weeks, other enquiries will receive priority.

Full Balance of payment must be received no later than 7 days in advance of your function.

### Cancellations / Amendments

Our cancellation Policy is that you advise us as soon as practicable that your function is to be cancelled.

Cancellations of your whole booking must be at least 28 days in advance of your function.

Changes in numbers will be accepted up to 48 hours prior to your event.

In the event of a breach in these notice conditions, The Little Cotswold Pub Company reserve the right not to refund any payment or charge as quoted.

In the unlikely event that circumstances dictate that we are unable to host your event, we reserve the right to cancel your booking. We will strive to give you as much notice as possible and promptly return your deposit.

All prices quoted are subject to change.

### Liability

Please note that you will be liable for any damage caused to our facilities by any member of your party.

The Little Cotswold Pub Company cannot be held liable for circumstances beyond their reasonable control.

Our total liability in contract, including negligence or breach of statutory duty, misrepresentation, restitution or otherwise arising in connection with the performance of this Agreement shall be limited to the charges payable by the you.

Under no circumstances do we accept responsibility or liability in respect of any damage or theft or loss of any property, goods, and articles brought into or left upon the Premises either by you or any other persons.

### Our Policy

No smoking is permitted within the any of our buildings and it is our policy that only food & beverages purchased on site may be consumed.

We operate a strict "ID21" policy, anyone who appears under the age of 21 will be asked for ID, should they not be able to produce ID they not be permitted to consume alcohol.

Any person not observing our policies will be asked to leave.

The management reserve the right of entry and to refuse admission.

All offers are subject to availability.

I accept these terms & conditions

Signed \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_