

Enterkine

Terms and Conditions for Wedding Bookings

Confirmation of Booking:

A provisional booking will be held by Enterkine for the a maximum of 14 days .To confirm a wedding booking, confirmation must be made in writing with a non refundable deposit of £450. The booking is then confirmed by Enterkine with acknowledgement of the deposit.

Final Payment

Four weeks prior to the date of the wedding a pro forma invoice will be sent out based on numbers given to the Hotel at that time Full payment of this must be received two weeks prior to the date of the wedding. Credit card details must then be given to cover the cost of any additional charges incurred on the day A full receipt of the extra charges would be issued by the hotel after the event.

Numbers

Minimum numbers for an "Exclusive Use Wedding Package are 40 and a maximum of 70 during the day. Evening guests are not included in the minimum or maximum numbers and should not exceed 30 persons.

If numbers drop below the minimum of 40, the hotel reserves the right to charge the minimum number - 40 -at the chosen menu cost.

Final numbers must be given to the House at least 72 hours before the wedding day. Cancellations thereafter will be charges at full menu cost.

Corkage

Enterkine does not allow any persons to bring in wine or spirits into the premises.

Cancellations

Should the wedding booking be cancelled, a further charge may be incurred, calculated on a percentage of the total booking value:

Cancellation Period	Percentage
One month prior to wedding	100%
1 - 3 months prior	upto 50%
3 - months prior	upto 30%
12-6 months prior	upto 25%

Cancellations must be received in writing and take effect from date correspondence is received

Accommodation

Exclusive use package states that all accommodation in the main house is booked. A rooming list must be provided two weeks prior to wedding date and cancellations thereafter for main house or estate cottages will incur a full cancellation charge.

Damage

The client is responsible for payments of all breakages and damages caused by his/her guests, employees.

Enterkine Signature

Client Signature

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.....Date:.....