

# **BOOKING TERMS AND CONDITIONS**

## **CANCELLATION DETAILS**

In the event that you have to cancel/change your booking, this should be done in writing and will be effective from the date that the letter/email is received by us.

### **THE FOLLOWING CHARGE WILL BE PAYABLE:**

**90 +** days prior to your stay - **£80** Administration Fee.

**90 - 1** day prior to stay Full refund less **£150** Administration Fee.

If 24 hours' notice is not provided, refunds will not be honoured

*We would recommend that you take out Holiday Insurance to cover any such eventuality.*

## **PAYMENT DETAILS**

30% of the total cost is required within 7 days to secure the booking. If the booking is less than 8 weeks away full payment is required.

The final balance (70% of total cost) is due 8 weeks prior to the arrival date.

Payment can be by sterling cheque payable to Beachy Limited and sent to Kirsty Baker. The Gilbert Estate Office, Upper Street, East Dean, East Sussex, BN20 0BS England or by direct bank transfer to the following account:

Barclays Bank, Eastbourne.  
Account name: Beachy Ltd  
Account no: 83049515  
Sort code: 20-27-91

IBAN – GB30 BARC 2027 9183 0495 15  
SWIFT BIC BARCGB22

(If you make a payment by Bank transfer please send a confirmation email to [holidaycottages@beachyhead.org.uk](mailto:holidaycottages@beachyhead.org.uk) quoting the amount, reference name and the date the transfer has been made.)

Payment can be made by Euro Cheque, but this may incur an administration fee of 10 Euros. Please ask for further details. Email: [holidaycottages@beachyhead.org.uk](mailto:holidaycottages@beachyhead.org.uk), Tel: 00 44 1323 423878

We can also now accept payment by Credit Card.

*If the balance payment is not received 8 weeks (or by the time agreed under special arrangement) prior to arrival we retain the right to cancel your booking and relet the cottage without a refund.*