**BOOKING FORM**

**Swanage Holiday Properties Ltd, Unit 6, Anvil Centre, Prospect Business Park, Swanage BH19 1EJ**

**Tel: 01929 421525**

**Email: enquiries@swanagehp.co.uk**

|  |  |
| --- | --- |
| Property Ref: Click here to enter property reference. | Property address: Click here to enter property address. |
| Name: Click here to enter your name. |  |
|  |  |
| Address: Click here to enter your address. |  |
| Click here to enter your address. | Telephone No: Click here to enter telephone no. |
| Click here to enter your address. | Mobile No: Click here to enter mobile no. |
| Postcode:Click here to enter your postcode. | Email address: Click here to enter your email. |
| Dates From:Click here to enter arrival date. | To: Click here to enter departure date. |
| No. of Adults: Click here to enter number.  | No. of children: Click here to enter number. |
| Names of all occupants (& age required if under 18) |  |
| 1. Click here to enter name & age. | 2. Click here to enter name & age. |
| 3. Click here to enter name & age. | 4. Click here to enter name & age. |
| 5. Click here to enter name & age. | 6. Click here to enter name & age. |
| 7. Click here to enter name & age. | 8. Click here to enter name & age. |
| 9. Click here to enter name & age. | 10. Click here to enter name & age. |

**N.B The occupation of the property is strictly limited to those named above.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PROPERTY:** |  |  | **EXTRAS:** |  |  |
| A. Property Price | £ |  | Linen (£12 per bed) | No. |  |
| B. Booking fee (if applicable) | £20.00 |  | Super kingsize  |  | £ |
| C. SUB TOTAL:  | £ |  | Kingsize:  |  | £ |
| D. TOTAL EXTRAS: | £ |  | Double |  | £ |
| **E. TOTAL AMOUNT DUE (C+D):** | **£** |  | Single |  | £ |
|  |  |  | TOTAL LINEN:  |  | £ |
| **F. Deposit enclosed (1/3 of A+B)** | £ |  | Traditional Cot (£20) |  | £ |
|  |  |  | Travel Cot (£10) |  | £ |
|  |  |  | Highchair (£10) |  | £ |
|  |  |  | Dog (if permitted in property)  |  | Yes/No |
| **Balance Due (E - F)**  | **£** |  | Charge for dog (if applicable) |  | £ |
| Full balance due 6 weeks before arrival |  |  | **D. TOTAL EXTRAS**  |  | **£**  |

**Some of our properties provide ancillary items such as bed linen, cots etc. as standard and these will be included in the property description.  For those properties where items are not included & you would like to hire these from ourselves please complete the extras section of the booking form. Cots and highchairs will be delivered to the property, bed linen will be available for collection with your keys on arrival.**

**Payment:**

**I enclose a cheque for £**Click here to enter amount.**payable to Swanage Holiday Properties Ltd**

**I have made a bank transfer for £**Click here to enter amount. **Bank details : Sort code 404338 - Account Number: 11370324**

**If you would like to pay by debit or credit card please call the office on 01929 421525 during office hours or leave a telephone number where we can contact you here:** Click here to enter telephone number.

**I AM OVER 18 YEARS OF AGE. I HAVE READ AND UNDERSTOOD THE BOOKING CONDITIONS AND TERMS OF HIRE AND AGREE TO BOUND BY THEM**

**Signed:** Click here to enter name. **Date:** Click here to enter date.

**Approximate time of arrival:** Click here to enter time. **Properties will be available from 3pm, this information is a guide for our purposes only and will prompt us to contact you if you plan to arrive out of office hours.**

OFFICE USE ONLY - **Letting only Properties**

**Owner Signature: Date**: