

The Abbey Hotel

The Broadway, Minster on Sea, Sheerness, Kent, ME12 2DA

Telephone: 01795 872873 Fax: 01795 874728

www.abbey-hotel.net

CHRISTMAS PARTY TERMS AND CONDITIONS

We will be pleased to accept your booking, but will provisionally hold it for a maximum of 14 days only. Bookings will not be confirmed unless the required deposit is paid within those 14 days.

To confirm your booking and numbers we will require the following:

- £5 per head deposit for Christmas parties
- £30 per head deposit for Christmas Day
- A signed copy of this agreement

Deposits and Payments

All deposits paid are non refundable

If your numbers increase a further deposit will be required for each person added to your party.

Should you decrease numbers, deposits are not refundable for any cancellations.

Full payment will be required for any cancellations that have not been notified to us within **seven days** of your party

Pre order menus must be returned 14 days prior to your party

Date of Party..... Numbers.....

Contact Name..... Phone Number.....

Company Name.....

Signature Date.....

The management cannot be held responsible for the actions of any guests attending parties at the hotel and we reserve the right to charge for any damage to hotel property