**NAME GOLF Club Golf Day Terms and Conditions**

**Correct as at:-**

1. A golf day or society booking is for a minimum of eight full paying players. Any variation from this will be at the sole discretion of the Club.
2. A provisional booking is made on completion and submission of a booking form
3. Please ensure that players adhere to club dress codes – both course and clubhouse. Further information on dress code is available on request from the club in advance of your booking.
4. For health and safety purposes all guests will be required to complete a registration form on the day. These can be issued in advance to the organiser if required

**DEPOSIT PAYMENTS**

1. All bookings require a deposit within 14 days of the provisional booking. If the event occurs less than 14 days from booking the deposit is required at time of booking.
2. Bookings are provisional until receipt of appropriate written confirmation or deposit and signed copy of these terms and conditions. The Club reserves the right to cancel any booking without liability in the event of non-payment of a deposit.
3. Deposits are non-refundable . A deposit of £10 per person is required at the time of booking for events with a total value under £500. For events with a total value greater than £500 the Club reserves the right to request a higher level of deposit.

**ARRANGEMENTS AND NUMBERS ATTENDING**

1. The Customer must confirm to the Club all information necessary to organise the golf event including, the anticipated number of attendees and details of special dietary requirements and menu selections, not less than 14 working days prior to the golf event. Where a booking is made at less than 14 days notice, all such information must be confirmed at the time of the booking.
2. Final confirmed numbers are required no later than 3 days prior to the event.  
   Where the actual attendance on the day is 1 to 3 players less than the final confirmed numbers the Customer will be liable to pay for any pre ordered food & beverage but no green fee for the absent players.
3. In the event of 4 or more attendees cancelling, the customer will be liable to pay for the full green fee and any pre ordered food & beverage for the absent players.
4. The Club reserves the right to reallocate the golf event if the attendance differs significantly from the predicted number. The Club will give written notice of amendments prior to the event if given a reasonable notice period of changes by the Customer. The Club reserves the right to make any necessary amendments to the proposed menu or facilities.

**CANCELLATION**

1. Cancellation charges are based upon the Customer’s most recent confirmation.  
   In the event of cancellation prior to an event the charges are as outlined in the matrix below.
2. 8 days or more prior to the golf event = All deposits lost or event transferred to a future date  
   7-0 days prior to golf event = Full balance payable
3. The Club will make every attempt to resell cancelled booking space/times and use the profit in calculation of cancellation charges.

**PAYMENT**

1. For all bookings payment is to be made in full no later than the day of the event prior to the first tee time.
2. The Club is not liable to offer reductions or reimbursement in the event that weather affects your golf day other than closure of the golf course prior to the commencement of the first tee time and not during the event.
3. The Customer agrees to take full responsibility, and reimburse the Club, for the cost of repair arising from any damage to the property, contents or course and grounds by the players in their golf society.
4. All prices quoted include VAT unless otherwise stated.

**CONTRACTED SUPPLIERS**

1. If independent suppliers are authorised by the club the Customer is responsible for ensuring the correct health and safety and public liability in held by that supplier.

Adjustment to any of the above terms and conditions are at the sole discretion of the General Manager. Any changes must be stated on the booking form overleaf and only apply for the duration of that event. The Club reserves the right to revise quotations where prices may be affected due to reasons beyond its control and in such event will do so in writing to the Customer.

I have read and agree to the above Terms and Conditions.

Signature Date

Print Name