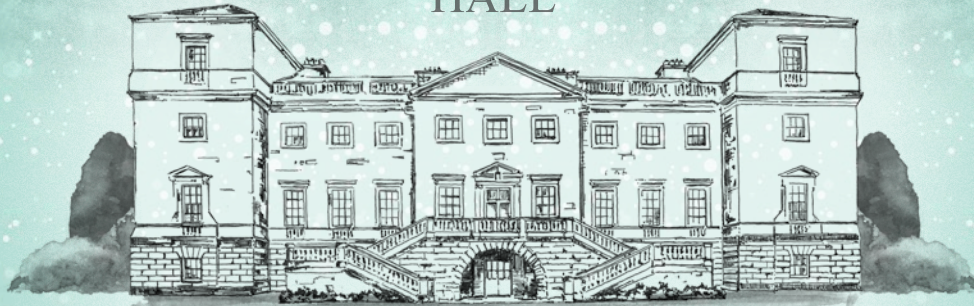




**HAGLEY  
HALL**



*Casino Night:* Friday 8th and Saturday 9th December  
*House Tours:* Monday 11th – Wednesday 13th December  
*Christmas Afternoon Tea:* Monday 18th – Wednesday 20th December

***Contact details***

Name:	Address:
E-mail:	
Home Telephone:	
Mobile:	

***Event details***

Event:	Number of guests:
Date:	Price per person:
	Total:

***Payment details***

Cardholder name:	Card Type:
Card number:	Issue Number / CCV Code:
Valid from:	Expiry date:
Client signature:	

***Dietary requirements***

Any other information / special requests:
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## *Terms and Conditions*

### **Reservations**

Telephone bookings are acceptable, provided that a full payment is received by us with the relevant payment details within 14 days. Telephone reservations will be released from our diary should no confirmation be received.

### **Payment**

Full payment is required to secure your booking. If you wish to increase your numbers we cannot guarantee that this is possible, however every effort will be made to accommodate additional guests. In the instance of an increase in numbers to your booking, full payment will be required for any additional guests.

### **Transfer of Bookings**

Hagley Hall offers the date of your function in good faith. We reserve the right to move any booking to an alternative room or venue, should the minimum numbers for your room fall below the required amount. Prior notice will be given at the earliest opportunity and every assistance in organising alternative arrangements provided.

### **Cancellations**

Bookings cancelled less than 4 weeks from the date of the event are non-refundable. All charges will be levied. In the event of adverse weather conditions

there will be no refunds or transfer of bookings unless the party has had to be cancelled by Hagley Hall.

### **Booking Confirmation**

All prices shown are per person, unless otherwise stated. Once your booking is paid in full you will receive a confirmation by e-mail. This e-mail will then act as your ticket for entry to the event.

### **Bar & Wine Facilities**

Under no circumstances may guests bring their own drinks onto the premises or consume any drinks that may have been obtained via raffles, tombola prizes or similar.

### **Sprays Aerosols**

Under no circumstances will party string or similar aerosol type sprays be permitted. All safety and fire regulations must be observed.

### **Damage to Property**

Any loss or damage to Hagley Hall property is the responsibility of the client in whose name the party is booked.

### **Menus**

The menus shown may be subject to change. For more information about your event menu please contact our team.