

Booking Terms & Conditions

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- All prices include VAT at the current rate.
- Provisional bookings can only be held for 14 days, after which time the booking becomes void.
- A non-refundable deposit of £350 is required to secure the booking, along with a signed copy of our terms and conditions.
- Final numbers must be confirmed to the Hotel one month prior to the wedding date when a proforma invoice will be raised and forwarded to you for your approval. 75% of this invoice must be paid 7 days in advance of the wedding (14 days if paying by cheque).
- Meals for non-attending guests will be charged for unless 48 hours notice is given in writing.
- The client will be responsible for all loss or damage to property and the hotel premises caused either directly or indirectly by the client or guest of the client.
- Our resident bar closes at 12.30am; the management reserve the right to vary this time if they feel it necessary.
- No food or drink may be brought into the hotel for consumption on the premises with the exception of the client's own wines where a corkage charge has been agreed.
- You are advised to cater for the total number of guests attending your evening reception. Catering must be booked for a minimum of 80% of the guests attending the evening reception.
- We recommend that you take out wedding insurance as a security for any cancellations that may occur.
- When holding a civil wedding at the Twin Oaks Hotel, it is your responsibility to book and pay the local Registrar at Chesterfield
Tel: **01246 271405**



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