

# **BOOKING CONTRACT**

Please check all details, sign and return to Tudor Barn Eltham within 24 hours to secure your booking

Tudor Barn Eltham Well Hall Pleasaunce Well Hall Road London SE9 6SZ www.tudorbarneltham.com 0800 433 2351

This Contract forms an Agreement between Tudor Barn Eltham (the Venue) and the Client(s) and is subject to the Terms & Conditions below. At the time of booking, you the Client and we, the Company, agreed upon minimum guest numbers and value (as detailed below) to which you are, upon signing this contract, bound. Numbers can be increased (subject to maximum capacities) during the planning process as required.

Booking Net.			
Contract dated:			
Client Name(s):			
Client Address:			
Client Telephone:			
Client Email Address:			
onen Emai Address.			
Event Date:			
Venue Hire:			
Minimum Drink Spend:			
Minimum Food Spend:			
Total Contract Amount:			
Name / Type of Event:			
Hire Period:	Start:10.00 - Finish: 24.00		
<ul> <li>Exclusive building hire including front lawn area (moat terrace only open between April and September)</li> <li>2pm wedding ceremony (RBG Registrar fees will apply)</li> <li>Cake stand &amp; knife, cutlery, crockery, glassware, white table linen, vintage table plan easel, room uplighters, Chiavari chairs &amp; tables, licensed bars, door hosts and a dedicated events team</li> </ul>			
Payment Terms (as per section 10 in our T&C's)			
Confirmation booking deposit:			
25% at nine (9) months prior to date of event			
25% at six (6) months prior to date of event			
25% at three (3) months prior to date of event			
25% at one (1) month prior to date of event			
Final Invoice (additional guests/upgrades) at one (1) month prior to date of event	07/02/2022	Additional guests/upgrades	
Signed (Client) as detailed on the Contract:			
Signed (Client) as detailed on the Contract:			
Date:			
Signed (for and on behalf of the Company):	Surio Pollov, MD Horitogo Logoti	nna Limitad	
Date of Signature:	12 March 2022	Suzie Bailey – MD Heritage Locations Limited  12 March 2022	

## PLEASE READ THE FOLLOWING TERMS AND CONDITIONS THOROUGHLY PRIOR TO SIGNING THIS CONTRACT

This agreement incorporates and is made subject to the Terms and Conditions as attached in the next four (4) pages and is a legally binding agreement. Please return the confirmation within 24 hours of receiving – booking is only deemed confirmed and terms and conditions agreed to once signed, returned and deposit or appropriate fee received. All prices quoted are inclusive of VAT at the current rate.

WE STRONGLY RECOMMEND THAT WEDDING INSURANCE IS TAKEN OUT AT THE TIME OF SIGNING THIS CONTRACT

#### **TUDOR BARN ELTHAM CONTRACT TERMS & CONDITIONS**

## 1 DEFINITIONS

1.1 In these Terms and Conditions, unless the context otherwise requires, the following expressions shall have the following meanings:

COMPANY being Heritage Locations Ltd T/A Tudor Barn Eltham

**CLIENT** being the Client of the Company; and where there is more than one person they will be jointly and severally liable

**CONTRACT** being the engagement by the Client for the provision of the Services subject to the Terms and Conditions;

**FEE** being the total sum in pound sterling (inclusive of Value Added Tax where appropriate) set out on the front of the Contract for the provision of the Services together with any further sums payable in accordance with sub Clause 10.3 and together with Value Added Tax (if appropriate);

**EVENT DATE** being the time or times for the supply of the Services as specified on the front of the Contract or such other times notified to the Company for the provision of the Services in accordance with sub Clause 5.1;

**VENUE** being the building or part of the building referred to as Tudor Barn Eltham;

**SERVICES** being the Services specified on the front of the Contract to be provided by the Company on the Event Date;

PAYMENT TERMS being the date(s) by which the fee(s) must be paid to the Company; TERMS and CONDITIONS being the terms and conditions set out berein

Clause headings are for ease of reference and do not affect the interpretation or construction of the Terms and Conditions. The masculine gender shall include the feminine and neuter and the singular shall include the plural and vice versa.

#### 2 ENGAGEMENT

- 2.1 The Client hereby engages the Company and the Company hereby agrees to provide the Services as specified on the front of the Contract subject to the Terms and Conditions:
- 2.2 No other agreement, representation or promise of any kind (except in accordance with the terms herein) shall form part of, alter, vary, amend, supersede or operate as a waiver of the Terms and Conditions of any of them unless expressly made or accepted by a Director of the Company in writing.

#### **3 BOOKING PROCEDURE**

- 3.1 No booking will be deemed confirmed until the Company has received:
  - 3.1.1 A completed and signed Contract from the Client and;
  - 3.1.2 A deposit which may only be refunded or transferred in particular circumstances asset out in these Terms and Conditions

## 4 HIRE PERIOD

- 4.1 The times of the Event are set out on the front of the Contract including the ceremony time (It is the Client's responsibility to book their registrar)
- 4.2 The Client will be allowed on the premises for setting up and striking down outside the hire period only by PRIOR ARRANGEMENT with the Company;
- 4.3 Any changes to the times of the Event must be requested BEFORE a booking is accepted. No variation in times will be permitted once an Event has started;
- 4.4 The Client agrees to vacate the premises in an orderly fashion and to adhere to announcements to vacate the premises by the Management and Security Team.

## 5 SERVICES

- 5.1 The Company agrees to provide the Services at the Venue on the Event Date subject to the Company being in possession of a completed and signed Contract and agreed non-refundable and non-transferable deposit;
- 5.2 The Company hereby agrees that the Services are to be provided at such times and at the Venue (subject to availability) as the Client may reasonably direct;
- 5.3 The Client shall use the Venue strictly for the purpose of the Event and for the times agreed;
- 5.4 The Client agrees to adhere to security requests at all times. Security are provided to ensure the safety of the Client, guests and members of staff and are authorised by the Company to perform random bag checks, monitor alcohol consumption and ensure appropriate behaviour is conducted at all times. Security has the power to remove any guest who does not comply with these instructions;
- 5.5 At the time of booking, you the Client and we, the Company, agreed upon minimum guest / item numbers and value (as detailed on the contract) to which you are, upon signing this contract, bound. Numbers can be increased (subject to the Venue's maximum capacity / additional charges) during the planning process as required.
- 5.6 The Client must confirm final guest numbers to the Company for the Event no less than one (1) month prior to the date of the Event. An additional invoice, payable within five (5) days, will be issued for any guest / item numbers over and

above those detailed on the contract. Any further increases in numbers within one (1) month of the event date will require payment by debit card immediately. Once final numbers are confirmed, and the final invoice issued numbers cannot be reduced. No increases to final numbers will be accepted within 1 week of the event

#### **6 DISABILITY ACCESS AND FACILITIES**

- 6.1 Tudor Barn Eltham is a listed building and as such there are restrictions regarding modifications to its fabric. It is the responsibility of the client to inform us prior to the Event of any person with access or egress requirements. The following facilities are available:
- Portable ramp from the main entrance into the Lobby:
- Wheelchair stair climber (restricted to manual wheelchairs only and subject to a weight limit of 130kgs including the chair) for access to the first floor (specifications for the stair climber are available upon request);
- A disabled toilet is located outside the building within the grounds of Well Hall Pleasaunce. This toilet is accessed via a RADAR KEY which is located within the office and must be returned back to the office after use.
- 6.2 Due to the Grade II \* English Heritage listing on the building, the Company is neither obliged nor committed to extending these facilities for the foreseeable future.

#### **7 STAFF GRATUITIES**

These are entirely at the Clients' discretion. Any gratuities given to the team will be distributed between them and the company will take no percentage of these.

#### **8 PURPOSE OF THE EVENT**

Tudor Barn Eltham may only be used for the purpose specified on the Contract and the Client will observe all regulations applicable to such use.

#### 9 NUMBERS ATTENDING

The maximum capacity / number of persons permitted to attend an Event within the Tudor Gallery is set out below. Numbers detailed are dependent on tables seating the maximum 10 guests on round tables only:

Reception / Party Set Up (minimum furniture in the room)	220 guests
Seated Lunch or Dinner (served meal; some tables will have to be moved after the meal for dancing)	180 guests
Buffet Lunch or Dinner (buffet service; some tables would have to be moved after meal for dancing)	160 guests

Please note that these numbers are the inclusive number of ADULTS and CHILDREN.

# 10 PAYMENT

- 10.1 The Client will be sent the Contract for acceptance and request for payment of the Deposit. You have 14 days from receipt to return the signed Contract and pay the Deposit to secure the Event Date. If you decide to not progress within those 14 days, you may cancel the Contract by writing to us, and we shall return any paid Deposit.
- 10.2 Minimum package / guest / item numbers and value will apply to every Contract and will be charged accordingly;
- 10.3 The Fee includes the total cost of the Services and such other sums as have been agreed by the Company and the Client;
- 10.4 In the event that the Client opts for a late availability deal the FULL FEE will be required by the Company on confirmation of booking and no later than five (5) working days from the date of confirmation of the booking; Clause 10.1 will not apply to such bookings.
- 10.6 Payment of all contracted sums (as set out in sub Clause 10.3 above) will be required by the Company as set out in the Contract. Any subsequent additions are calculated at your final meeting and payable (1) month prior to the event.
- 10.7 Payment method accepted by the Company include BACS transfers, cash or bank Debit Cards.
- 10.8 Any default in payment of an invoice on or by the Due Date shall render the entire balance outstanding (together with bank charges arising from dishonouring of cheque, or Bills of Exchange) on all invoices from the Company to the Client and area immediately payable in full without further demand being made not withstanding any contrary provision as to terms of payment in any or on all invoices. If full payment is not made by the Due Date:
  - 10.8.1 the Company shall be entitled to charge and receive interest on the unpaid balance at the rate of 2% above base lending rate on a daily basis; and
  - 10.8.2 the Company may suspend all other Services under the Contract until payment is made or (without prejudice to any of its other rights) the Company may cancel the Contract in relation to such further Services.

10.9 If the Client constantly fails to make payment on time the Company reserves the right to cancel the Contract. This will be treated as a cancellation by the Client and the Client will be subject to the Company cancellation charges as detailed in Clause 13.

## 11 MANNER OF SERVICES AND ALTERATIONS TO THE EVENT

- 11.1 The Client acknowledges that the Company has absolute discretion in the manner in which it performs its Services as specified on the Contract;
- 11.2 Notwithstanding the provisions of sub Clause 11.1 above the Company agrees to consult with and consider representations made by the Client relating to any alterations or amendments to the Event. The Company will endeavour (without obligation) to accommodate any request made by the Client in this regard and in the event the Company acts upon any representation made by the Client and/or accepts any amendment or alteration to the Event the Company shall be entitled to adjust the Fee:
- 11.3 The Company shall confirm to the Client its acceptance of any alterations to the Event and the adjusted Fee as per sub Clause 2.1;
- 11.4 All catering and drink prices are subject to variation <u>up to four (4) weeks prior to the date of the Event</u> after which, except for variations due to the Client changing their requirements Fees may only be varied due to changes in government TAX, VAT or any other circumstances outside of the Company's control (e.g. third party increases). Clients will be sent notice of variations as per sub Clause 2.1;
- 11.5 Without creating or placing any obligation on the Company for any loss howsoever occurring and subject always to Clause 19, in the event the Client does not accept the advice or recommendations of the Company and as a result or in consequence thereof the Client suffers any loss, damage or the Event fails in some respect which loss, damage or failure would not have occurred had the Client accepted the advice of the Company the Client shall remain liable to pay the Fee and shall not be entitled to any set off;
- 11.6 Changes by the Company to the Contract (and herein Terms and Conditions) will be notified to the Client by the Company in writing via email or post at the earliest convenience to the Company;
- 11.7 Clients who wish to change any details of the Contract must inform the Company in writing of these changes and are subject to the Company's discretion. Alterations to the Contract by the Client in regard to the Event can only be made up to one (1) month prior to the date of the Event;
- 11.8 Changes to the date of the Event will only be agreed subject to availability.

If a date change is agreed, then the Client will not be entitled to any refund of sums already paid, and the Fees will be transferred to the new Event Date. If the Client subsequently cancels the new Event Date in accordance with clause 13, no refund of the Fees will be provided by the Company unless the new Event Date is subsequently resold by the Company (when mitigating its loss). In that event, a further refund of up to 50% of the Fees will be paid to the Client.

If a date change is not agreed, then this will constitute a cancellation by the Client, and clause 13 shall apply.

- 11.9 The Client agrees to provide a security retainer, in accordance with clause 17.4 which will be held by the Company, and is required to be paid one (1) month prior to the Event Date;
- 11.10 Should additional Fees be incurred on the day, which have not been paid for in advance and no payment is made forthcoming on the day of the Event, the Company reserves the right to charge these Fees to the security provided, as detailed on the Contract;
- 11.11 The Company shall endeavour to give notice to the Client at the earliest convenience of any events or activities taking place within the thirteen (13) acres of public grounds (herein known as Well Hall Pleasaunce) which are controlled by bodies outside of Company control. The Company cannot be responsible for any external event which may have an effect on internal events taking place within the Venue although it will work with the external bodies to ensure that the effect on the event is kept to a minimum.

## 12 RESTRICTIONS

- 12.1 The Client agrees to abide by the rules and regulations as set by the Company and English Heritage, taking into consideration that the Venue is a Grade II\* Listed Building and that certain restrictions will apply to all Event Contracts;
- 12.2 Only in-house catering or a caterer from Tudor Barn Eltham's designated list may be used;
- 12.3 The Client agrees to only use (where applicable) ACCREDITED SUPPLIERS as approved by the Company and included within the current Company literature and marketing;
- 12.4 In circumstances where a Client is allowed to use their own suppliers the Client agrees to provide in advance full details of said supplier to the Company or accredited supplier for approval and WILL BE SUBJECT TO ADMINISTRATION CHARGES:
- 12.5 Clients' own suppliers will only be granted approval subject to the correct paperwork and adequate insurance cover being provided to the Company and/or accredited supplier;

- 12.6 The Company does not permit any food or drink of any kind other than that purchased or agreed in advance to be brought into or consumed at the Venue and licensed areas and any breach of this restriction will be enforced;
- 12.7 The Company does not allow the following to be brought into the Venue:
  - 12.7.1 chewing gum of any kind;
  - 12.7.2 helium balloons;
  - 12.7.3 non biodegradable confetti;
  - 12.7.4 flames or candles other than what has been agreed by the Company;
  - ${\bf 12.7.5 \, \text{-} \, decorations \, other \, than \, those \, that \, have \, been \, agreed \, by \, the \, Company;}$
  - 12.7.6 table confetti / gems / sprinkles: dependent on type, these can be limited in use, but must be given to and distributed by venue staff only;
  - 12.7.7 crayons or felt tip pens for children. We will only permit colouring **pencils** for use by children.
  - 12.7.8 floristry water beads (unless totally contained in an non-opening part of the decoration)
- 12.8 The Company does not allow any entertainment or entertainment style activities to take place at the Venue without prior consent and on approval of the Company's accredited supplier and will be subject to administration charges by the accredited supplier;
- 12.9 The Client agrees (where applicable) that all amplified entertainment adheres to the Venues strict 95 decibel sound limit and that all Clients' own suppliers conform to these restrictions and use the in-house sound limiter which is set at 95 decibels. The Company reserves the right to judge acceptable levels of noise or other behaviour throughout the Event;
- 12.10 The Client must comply with fire regulations and statutory requirements concerning licensing and entertainment relevant to the Event;
- 12.11 Children under the age of eighteen (18) years must be supervised by an adult at all times;
- 12.12 The Company reserves the right to remove any unattended drinks; after 1900hrs all remaining bottles of pre-paid wine/alcohol which has been either provided by the Client or the Company will be placed behind the bar and be served to guests aged eighteen (18) or over;
- 12.13 Glasses and bottles cannot be removed from the Venue and the licensed premises areas including the front lawn;
- 12.14 The Company reserves the right to terminate an Event where there is a breach of any of the above-mentioned conditions without incurring any liability in respect of such termination;
- 12.15 No decorations / items can be secured to our walls or beams without prior approval. In all cases, beam decorations can only be undertaken by securing the services of our third-party installer and there will be a fee payable. Please ask for further details.

## 13 CANCELLATION

13.1 If a confirmed booking is cancelled by the Client, FOR WHATEVER REASON, (unless in accordance with clause 10.1) then in addition to the deposit, the Client will be charged a percentage of the TOTAL FEE as shown below (less the deposit). Cancellations will only be accepted if confirmed either by letter or by email to the Company:

Date of Event	All Events
Within 9 months	25%
Within 6 months	50%
Within 3 months	75%
Within 1 month	100%

- 13.2 The Client will also be responsible for any third party cancellations fees which may be applicable at the time the cancellation is received;
- 13.3 Cancellation will be effective from the date it is received in writing and acknowledged by the Company;
- 13.4 In the event that the costs incurred by the Company at the date of cancellation, and the amount of profit the Company would have earned had the contract not been cancelled, exceed the cancellation charges referred to in sub Clause 13.1 above, the Company shall be entitled to charge the Client the cancellation fee referred to above together with such sum being equal to the difference between the appropriate cancellation fee and the amount of:
  - $13.4.1 \ \mbox{all}$  costs incurred by the Company to the date of the cancellation of the Event by the Client, and
  - 13.4.2 the loss of profit which would have been earned by the Company had the Contract not been cancelled.

13.5 The Company will use reasonable endeavours to resell the Event Date to another customer in the circumstances set out in clauses13, and if successfully resold at the same price, the Client will be refunded all sums paid except the Deposit. If successfully resold at a lower price then the refund will be adjusted accordingly.

13.6 In the case that a refund of Fees is due to the Client, the Company only issue refunds by cheque to the named Client on the Contract and to the address held on file.

#### 14 TERMINATION BY THE COMPANY:

- 14.1 If the Company terminates the Services, save under clause 14.2 below, any Fees paid will be repaid to the Client within 14 days of cancellation, and no further refunds, sum or compensation will payable to the Client by the Company arising from such termination.
- 14.2 The Services may be terminated if payment of the Fees are not made in accordance with these terms; or if the Client commits a material breach of any of these terms and fails to remedy the breach within 14 days of being notified in writing; or the Client makes any statements or behaves in any way or requests the Company to undertake any actions that are discriminatory, illegal or immoral; or if the Client enters into any form of insolvency arrangement, or suspends its business. Upon termination under this clause, the Client shall immediately pay any outstanding payments due and/or for all work done under the Contract to that point, to the Company and the Company shall no longer be obligated to perform the Services.

## **15 FORCE MAJEURE**

- 15.1 The Company shall not be liable for failure to perform its obligations as specified on the Contract if the delay or failure results from any of the following:
  - 15.1.1 act of God:
  - 15.1.2 outbreak of hostilities, riot, civil disturbance, act of terrorism;
  - 15.1.3 the act of any government or authority (including refusal, delay in obtaining or revocation of any license or consent;
  - 15.1.4 fire, explosion, flood, fog or bad weather;
  - 15.1.5 power failure, failure of telecommunications lines, failure or breakdown of plant machinery or vehicles;
  - 15.1.6 default of suppliers or subcontractor;
  - 15.1.7 theft, malicious damage, strike lockout or industrial action of any kind.
  - 15.1.8 epidemic, pandemic or infectious disease;
- 15.2 If the Company is limited or hindered from hosting the Event or providing any facility, booked by the Client due to circumstances in clause 15.1 the Company will discuss our proposed steps to minimise the impact of this on the Event and your options with you. These options will differ on a case-by-case basis.

If the Company is limited or hindered from hosting the Event or providing any facility, booked by the Client due to circumstances listed in clause 15.1 then the liability of the Company to the Client shall not exceed the amount paid by the Client to the Company in respect of the Event. The Deposit shall usually be not refundable (being an approximation of the expenses incurred and or the value of goods or services already rendered) and (where the value of the expenses incurred, or goods or services already rendered to the Client is greater than the value of the Deposit) we shall be entitled to be paid additionally for all expenses, and goods and services delivered to the Client up to that point. We shall refund any difference to you if appropriate or may at our discretion invoice you for any additional sums due.

The Company will not be liable for any additional losses suffered by the Client as a result of such circumstances.

## **16 FIRE REGULATIONS**

- 16.1 All fire regulations relating to the Venue must be observed and no fire exits shall be blocked or fire appliances removed or tampered with. Instructions (for the use of fire extinguishers) are displayed in the Venue and Events are manned by employees of the Company. Clients must take instruction from the Management if the fire alarm sounds.
- 16.2 Malicious use of the fire system and extinguishers is a criminal offence. Anyone who maliciously activates the fire alarm system can be prosecuted and will be charged for all or any charges incurred to the Company.

# 17 INSURANCE

- 17.1 The Client will be held responsible and liable and must indemnify the Company in respect of any damage, theft and loss caused to the Venue and its contents by the Client, its employees, its guests, its contractors or by any other person on the premises by reason of the purposes of the Event howsoever and whomsoever caused. The Client's responsibility does not extend to employees of the Company or to contractors appointed by the Company to assist at the Event;
- 17.2 In the event that damage does occur, the Company reserves the right to render the Client liable for the replacement or repair of any or all property damaged. Cost of which may be taken from the security as detailed on the front of the Contract;

- 17.3 The Company recommends that the Client takes out adequate insurance to reduce liabilities as per sub Clause 17.1 and 17.2 above;
- 17.3 The Company shall not be responsible for any loss or damage to any property arising out of the Venue hire or for any loss, damage or injury which may be incurred by or be done by or happen to any person or persons coming to the Venue during the hiring arising from any cause whatsoever for any loss due to breakdown of machinery, power failure, water leakage, fire, government restriction or act of God which may cause the Venue to be temporarily closed or the hiring to be interrupted or cancelled;
- 17.3 The Company accepts no responsibility and shall not be liable for loss or damage to the property of the Client, its employees, its guests, its contractors (or any other person on the premises by reason of the purposes of the Event) whilst at the Venue. This includes wedding items such as the cake(s), presents, decorations, clothing items and lost property.
- 17.4 The Customer shall pay to the Company a £250 security retainer. In the event of any damage or loss to the property including linen, windows, fixtures and decorations a charge will be made from this retainer. For the avoidance of doubt, if the security retainer is insufficient to meet the cost of any such loss or damage, then the Customer shall indemnify the Company in full in accordance with clauses 17.1 and 17.2 of these terms and conditions. If a deduction from the security retainer is required, the Company may additionally levy an administration charge of up to £50. If no damages occur the Company will return the security retainer within 10 working days after the Event to the originating account only.

#### 18 COMPLAINTS

The Company takes complaints very seriously. Should the Client wish to complain about Services received this must be done in writing to the Company within twenty eight (28) days of the Event taking place. We suggest you always bring any areas of concern to our attention on the day of the event in order that we can attempt to rectify any issues.

## 19 LIMITATION OF LIABILITY

- 19.1 The Company does not exclude or restrict its liability for death or personal injury to the extent it results from negligence of the Company, its employees or agents.
- 19.2 Subject to sub-Clause 19.1 above and to the extent that any applicable statutory provisions shall not make it unlawful so to do the obligations undertaken by the Company under the Terms and Conditions constitute the sole liability of the Company hereunder and accordingly in no circumstances shall the Company be liable for any direct, indirect or consequential loss or loss of profits or contracts suffered by the Client or any third party arising out of or in connection with the subject matter herein.

# 20 BINDING AGREEMENT

This Contract shall be made when the Client confirms, by way of returning this signed agreement to the Company, and on receipt of the appropriate deposit, that it wishes to proceed with the Event. Once a deposit is received the Contract is deemed to be agreed to even if the signed Contract has yet to be received by the Company.

## 21 WAIVER

No forbearance or indulgence on the part of the Company in enforcing these Terms and Conditions shall prejudice its rights hereunder nor shall it be construed as a waiver thereof.

## 22 NOTICES

- 2.1 Any notice, demand or request by the Company to or upon the Client may be sent by the following methods:
  - 2.1.1 delivery in person;
  - 2.1.2 by a nationally recognised next day courier service;
  - 2.1.3 by first class registered or certified mail, postage prepaid;
  - 2.1.4 by facsimile;
  - 2.1.5 by electronic mail to the address of the Client specified on the Contract or such other address as either party may specify in writing.
- 2.2 All notices shall be effective upon receipt by the party to which notice is given or, on the fifth (5) day following mailing, whichever occurs first.

# 23 NO AGENCY

Nothing contained herein shall be so construed as to constitute either party to be the agent of the other.

# 24 GOVERNING LAW

- 24.1 The Contract shall be governed in accordance with the laws of England to the nonexclusive jurisdiction of whose courts the parties by their agreement hereto shall irrevocably be deemed to have submitted.
- 24.2 If the Company commences legal proceeding to enforce any of these terms, the Client hereby agrees that it will, if the Company is successful in its enforcement, pay the Company's legal costs and disbursements occasioned by such proceedings on a full indemnity basis.

## 25 PRIVACY POLICY

Here at the Tudor Barn Eltham we take your privacy seriously and will only use your personal information to administer your booking to provide the products and service you have requested from us. However, from time to time we would like to contact you with details of other offers, services and competitions we provide. If you consent to us contacting, you for this purpose please tick to say how you would like us to contact you:

OP	ost
ŎΕ	mail
$\bigcirc$ T	elephone
$\bigcirc$ T	ext message

We will not disclose any personal information we collect about you to a third party without your consent. In connection with any application, request or enquiry you make, your information will be passed directly to the relevant contact within the company. If at any point you believe the information we hold on you is incorrect, you request to see this information and even have it corrected or deleted please contact us by email on <a href="mailto:info@tudorbarneltham.co.uk">info@tudorbarneltham.co.uk</a>.

Our privacy policy can also be viewed here <a href="https://www.tudorbarneltham.com/privacy-policy">https://www.tudorbarneltham.com/privacy-policy</a>