

# Booking form

required for all rental bookings

Name of property

Arrival date

Departure date

Party Leader Title

First name

Last name

Address

Postcode/Zip

Occupation

Evening tel.

Mobile

Daytime tel.

Fax no.

Email

Total property rental £

Payment details *please complete*

Rental deposit due\* £

Extras (Insurance / transport) £

Security deposit £

Total payment enclosed £

\* Rental deposit required is 30% (100% if booking within 8 weeks of arrival date). Extras (Insurance / transport) are payable in full at time of order. Cheques are payable to "Balfour France".

## List of all party members

Please supply full list of names for all rental bookings. See property details for maximum party size.

	Age
1. The Party Leader (as above)	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	

continue on separate sheet if necessary

I confirm that I am over 18 years of age and that I have read and accept the Booking Terms & Conditions (version 11.1) on behalf of myself and my party.

Please tick appropriate option below -

I confirm that we already have, or will be taking out, travel insurance which will provide cover for the following risks: a) personal liability for accidental damage to the rented property; b) cancellation; c) medical & emergency expenses whilst on holiday.

Please send details of a suitable travel insurance policy.

Signature of party leader

Date

Balfour France, 326 Upper Richmond Road West, London SW14 7JN, United Kingdom Tel: 020 8878 9955 Fax: 020 8878 9876 Email: enquiry@balfourfrance.com



## How to book

- 1 Check by 'phone or e-mail that the dates you want to book are still available.
- 2 Make a booking by 'phone or e-mail for your chosen dates. This will be held for you for four working days pending receipt of your Booking Form and payment. After four working days we may offer the dates elsewhere.
- 3 A completed and signed Booking Form (see above) is required for all bookings.
- 4 Return the Booking Form and the appropriate payment to us. Cheques are payable to "Balfour France".
- 5 On acceptance of the booking we will send you a written booking confirmation.

- 6 A reminder will be sent to you before the payment of any balance is due.
- 7 Let us know any special requirements (such as a cook, maid service or equipment hire) well in advance of your holiday as there is normally heavy demand during peak periods.
- 8 Arrival information and directions will be sent to you approximately two weeks prior to the arrival date.

**Balfour France**  
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