

THE BERTINET KITCHEN

cooking learning eating

Corporate Booking Form

Terms & conditions

Events are booked on receipt of a completed booking form and a non-refundable deposit of 50% of the total cost, payable by cheque. From 1 September 2005 payment may also be made by credit / debit card.

Booking confirmations and a VAT receipt will be sent by post to the contact name and address given on the booking form. We ask all corporate customers to nominate one individual attending the event (Person with responsibility) to be our point of contact on the day.

In the unfortunate and unlikely event that a booking has to be cancelled, we will always give you as much notice as we reasonably can and you will be offered the choice of an alternative date or a full refund. We will not be liable for any other costs or expenses that you may incur. If you need to pay for travel and / or overnight accommodation, we recommend that you seek appropriate insurance.

The balance of the cost is payable within 14 days of the date of the event. An invoice will be posted to you on the date of the event.

Your details will be used to keep you informed of course programmes as they are published and other events at The Bertinet Kitchen. Please ensure that you give us a telephone number so we can contact you in the event that there is a problem with your booking.

We are only able to serve alcohol to customers over 18 years of age. We reserve the right to refuse to serve individuals when we consider it appropriate. The Bertinet Kitchen is a no-smoking venue. The Bertinet Kitchen is situated in a residential area. In order to maintain our licence, we ask that all participants leave the premises quietly and with consideration for our neighbours.

For hands-on events, all participants must wear appropriate clothing and footwear.

Please give us details of any food restrictions / allergies affecting any member of your party.

Company name _____

Contact name _____

Person with responsibility

_____ Please nominate a person attending the event who will act as our contact during the event.

Address _____

Post code _____

Telephone _____

Mobile _____

E-mail _____ @ _____

Event	Date	Cost per participant <small>(As set out on your quote.)</small>	No. of participants	Event cost
_____	___ / ___ / ___	£ _____	_____	£ _____
_____	___ / ___ / ___	£ _____	_____	£ _____
Total cost				£ _____
VAT @ 17.5%				£ _____
Deposit payable on booking (50% of total cost)				£ _____

I enclose a cheque made payable to The Bertinet Kitchen Ltd for £ _____

Or

Please take the sum of £ _____ from my Mastercard / Visa / Switch (Delete as applicable)

Name on Card _____

Card No _____

Expiry _____

Security code
(Last 3 digits on reverse)

Issue no (Switch only) _____

I have read and accept the booking terms and conditions.

Signature