

Booking Conditions

CONDITIONS OF BOOKING - SELF-CATERING ACCOMMODATION:

1. The College requires a £50 non-refundable deposit per flat or house in order to confirm a booking. Full payment is required one month prior to arrival.
2. The College accepts no responsibility for the death of, or injury to, your guests or for any loss of, or damage to, their personal effects while on College premises. Vehicles and their contents are left on College premises entirely at the owner's risk.
3. The following cancellation charges will apply:

Within one month prior to arrival

100%

If we are able to re-book the accommodation we will refund the full amount paid less £100 (£50 non-refundable deposit + £50 administration charge).

4. We recommend that clients insure against the possibility of cancellation due to circumstances beyond their control when full payment has been made in our Self-Catering Accommodation.

CONDITIONS OF BOOKING - EN SUITE ACCOMMODATION:

1. The College requires a credit card number in order to guarantee a booking and full payment is due on arrival.
2. Payment will be taken if no notification has been received 48 hours prior to arrival of cancellation should a guest fail to take up the booking.
3. The College accepts no responsibility for the death of, or injury to, your guests or for any loss of, or damage to, their personal effects while on College premises. Vehicles and their contents are left on College premises entirely at the owner's risk.
4. The following cancellation charges will apply:

Within 48 hours of arrival

100%

GENERAL BOOKING CONDITIONS

1. Royal Holloway reserves the right to ask any person or group of persons to vacate the premises immediately for bad behaviour or malicious damage to the property.
2. Pets are NOT generally accepted in the accommodation.
3. Special Need provision should be notified at time of booking.
4. Check-in for all holiday accommodation is from 2pm on day of arrival and check-out time is by 10am on day of departure.
5. The property should be left in decent order and any breakages notified before departure.
6. Charges will be made for malicious damage to RHUL property or unreasonable wear & tear over the period of let.

ROYAL HOLLOWAY, UNIVERSITY OF LONDON OPERATES A **NO SMOKING** POLICY,
EXCEPT IN DESIGNATED AREAS.

20 Sept 2005