

# **Cornish Pottery Holidays Booking Terms & Conditions**

## **Payments**

An initial deposit of 30% of the total cost (as detailed on the Booking Form) must accompany the Booking Form, which reserves your place or places and is non-refundable. The outstanding balance must be paid in full 8 weeks prior to the course start date and at that stage is also non-refundable.

## **Cancellation by Us**

We reserve the right to cancel a course at any time. In the unlikely event of this happening, we will offer to refund immediately any and all monies already received by us from you. We advise that travel to Cornwall should not be booked until 6 weeks before the course, in case we have to cancel.

## **Cancellation by You**

If you wish, for whatever reason, to cancel your booking you must inform us immediately in writing or by email. If we receive cancellation notice more than 8 weeks before the start of the booked course, we will usually endeavour to transfer your booking and deposit to another course in the same calendar year, providing there is availability. In these circumstances, the deposit and balance payable for the new booking will reflect any difference in the cost of any available accommodation offered. There will be an administration fee for changing course bookings of £50 per person. If you notify us of cancellation less than 8 weeks before the booked course starts, your booking will not be transferable to another course. **In the event of cancellation by you at any time and for whatever reason, any deposit or other money paid will not be refundable.**

***We strongly advise you to take out travel insurance to cover you if you have to cancel for whatever reason, including illness and transport disruption.***

Once the course has begun there will be no refunds on unused portions if, for example, you need to leave earlier than planned or choose not to take meals.

## **Alterations**

We reserve the right, under unavoidable circumstances, to alter the timing and content of any course and to substitute any teacher or instructor at any time.

## **Care of the Property**

In the event of any breakages, losses or damage to the property please inform us immediately. You will be liable to pay the full cost of any breakages, losses or damages to the property.

## **Health and Safety**

Please observe the health and safety advice that will be provided on arrival. It should be noted that the house and its grounds contain several, often uneven, levels and are unsuitable for the disabled, frail or visually-impaired. One ground floor Superior room is suitable for people who have difficulty with stairs and is available on request on a first-come-first-served basis. There is no smoking anywhere inside the building.

Please inform us in advance of any allergies, disabilities, diabetes, pregnancy, epilepsy, learning difficulties etc. Pets are only allowed with our advance permission.

## **Property**

Any property of a guest (including any vehicle) is brought to Primrose Cottage at the guest's own risk and the proprietors accept no responsibility for any loss or damage to the property. Appropriate clothing for working with clay and pottery materials should be worn. We are not liable for any damage to clothing or accessories.

## **Liability**

- We will not be liable and do not accept responsibility for the loss or damage of any personal possessions or vehicles.
- We will not be liable for any loss suffered by you that is indirect, special or consequential.
- We will not be liable for any loss suffered by you resulting from any event that is beyond our reasonable control.

## **Holiday Insurance**

We strongly recommend that you and the members of your party purchase an appropriate insurance policy covering the duration of your stay, as we do not take responsibility for injury or loss/damage to yourself, your vehicle or your belongings during your stay. Nor can we refund your deposit or other money paid in the event that you cancel for any reason.

## **What the price includes**

- Tuition as detailed (5 full days, with guided trip on 1 afternoon and one free afternoon).
- Full board accommodation in Cabin, Superior, Standard Double, Standard Twin or Single room.
- Provision of bed linen and towels.
- All meals (except one free evening to visit a local pub or restaurant for dinner).
- Complimentary wine or beer with lunch and dinner.
- Soft drinks, coffee and tea.

## **What the price does not include**

- Travel to and from Primrose Cottage.
- Taxis or car hire. (Taxis are available at Penzance station or we can arrange pick-up and delivery at £20 per person per trip.)
- Drinks requirements other than those listed above.
- Cost of firing/glazing more than three finished pieces and postal charges for delivering fired/glazed work. Firing of additional pieces is charged at £10 per kg per firing.

## **Declaration**

**I have read and understood the above terms and conditions.**

**Name:**

**Signature:**

**Date:**

**ONCE SIGNED, PLEASE RETURN THIS DOCUMENT TOGETHER WITH YOUR  
BOOKING FORM TO:**

**cornishpotteryholidays@gmail.com or Caroline Winn, 3 Western Terrace,  
Chiswick Mall, London, W6 9TX**