



*La Place*  
*Hotel & Country Cottages*

# Meeting & Events

## 2019

**Route du Coin**

**La Haule**

**St Brelade**

**JE3 8BT**

***Channel Islands***

***Tel: +44 (0) 1534 744 261***

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***Web site: [www.laplacejersey.com](http://www.laplacejersey.com)***



## Conference Package 1

**£35.00 per delegate inclusive of:**

- Room hire all day
- Courtesy return transfer from the airport subject to availability
  - HD projector, screen, flipchart, pads and pens
  - Still and sparkling water replenished throughout the day
- Tea, coffee, pastries on arrival
- Morning break tea, coffee and biscuits
- Snack lunch served in our award winning restaurant:  
Soup & crusty bread with a selection of garnished sandwiches & crisps.
- Afternoon break tea, coffee and shortbread

## Conference Package 2

**£45.00 per delegate inclusive of:**

- Room hire all day
- Courtesy return transfer from the airport subject to availability
  - HD projector, screen, flipchart, pads and pens
  - Still and sparkling water replenished throughout the day
- Tea, coffee, pastries on arrival
- Morning break tea, coffee and biscuits
- 2x course set lunch menu served in our award winning Restaurant
- Afternoon tea, coffee and shortbread

# Terms and Conditions

## Reservation, Deposit and Payment

A reservation is secured upon receipt of credit card details, debit card details, cheque or cash. The cards will be charged with a non-refundable deposit, which will be a third of the grand total of pre booked food and beverages. In the absence of the deposit, The Hotel will release the date and make it available for other enquiries. The Hotel will endeavour to notify parties with a tentative reservation, that another party is interested in their date, but do not make any guarantees for holding this date, if a deposit has not been paid to secure it.

The Hotel reserves the right to cancel and return a deposit, if it can no longer guarantee, that hotel guests remain unaffected due to certain requirements made by the Client.

## Final Payment

The final payment is to be made two weeks before the event. Should the Hotel not receive the payment in full on time, it reserves the right to cancel the event and process the cancellation charges.

## Final Numbers

Final numbers of the guests attending the event have to be confirmed two weeks before the event. Additional guests attending on the day will be catered to the best ability of the Hotel, considering the food prepared and purchased for preordained numbers is finite, and charges will apply per additional guest concurrent with menu chosen for the event.

Jersey Goods and Services Tax is included in all of the sales throughout the Hotel.

## Cancellation

The Client is free to cancel the event at any time. The following cancellation charges will apply.

Booking not confirmed (deposit not taken) – No charge

Booking confirmed (deposit taken) – Loss of the deposit

Less than two weeks to the event – Full payment

## Amendments or Cancellation by Hotel

The hotel reserves the right to cancel any bookings forthwith or offers the right to offer alternative facilities without any responsibility on its part in the event of:

- Any occurrence beyond the reasonable control of the hotel, which shall prevent it from performing its obligations in connection with the booking.
- If the booking might, in the opinion of the hotel, prejudice the reputation of the hotel.
- If the client is in arrears of previous payments to the hotel.
- If the hotel becomes aware of any change in the clients financial situation.
- From time to time due to changes in the market forces, the hotel may have to make a slight increase on quoted prices. You will be made aware of any necessary changes prior to the function.

I understand the above Terms and Conditions and agree with them.

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Signature Print Name Date