



## HARDWICK HALL HOTEL

Hardwick Hall Hotel | Sedgefield | County Durham | TS21 2EH

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[www.hardwickhallhotel.co.uk](http://www.hardwickhallhotel.co.uk)

A £10.00 per person, non refundable deposit is required within 21 days of making your booking (apart from X factor functions) or where indicated otherwise, X Factor bookings must be paid in full upon booking.

If numbers in the party are reduced, those deposits cannot be used for any balance of payment. If no deposit is received within this period your booking and the date(s) will automatically be released. Payment may be made by cash, credit card or cheque. Strictly ONE cheque per party to HARDWICK HALL HOTEL.

Deposits, part payments and full payments are non refundable. Full payments are due 21 days prior to the booking date. Cancellations must be made in writing.

We would always advise that the numbers booked for are the numbers expected to attend. It is not always possible to increase numbers. We do not operate an overbooking policy.

Please note that the John Burdon Suite is a split level function room.

Due to the various sizes and numbers of parties and the seating arrangements necessary all parties will be joined together on long tables and larger parties, depending on size, may be split between 2/3 tables, however, we do keep large parties in the same area.

Organisers, you are requested to restrict your party to responsible persons over the age of 18 years. Under 18's are not allowed to attend any evening events. You as organiser are responsible for the behaviour of ALL your guests throughout the evening. If any member of your party should be disruptive or in anyway threaten the enjoyment of other visitors, the whole party will be asked to leave the premises.

A smart dress code applies.

Whilst we have no intention of doing so Hardwick Hall Hotel reserves the right to make alterations without prior notice to entertainment for reasons beyond our control. Hardwick Hall Hotel reserves the right to change the function room depending on the numbers booked.

Hardwick Hall Hotel reserves the right to withdraw a date from sale due to lack of uptake/number booked. In this instance we will endeavour to offer an alternative date at the same price, subject to availability, or refund payments made.

Taxis/Cloakroom, we strongly recommend to pre book taxis home. A cloakroom is available to leave coats throughout the function.

Any coats/jackets taken into functions are the sole responsibility of the owner.

HWH / Terms & Conditions Christmas 2010.