



Casa Rossalles, Adriatico Block 38, 3a.  
Hacienda Riquelme Golf Resort  
Sucina, 30950 Murcia Spain



Richard & Anne Russell,  
8 Glenston Close, Hartlepool TS26 0PD. UK  
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### BOOKING FORM

#### Your Details (Lead Person) please print clearly

Name	
Address	
Post Code	
Contact No.	
Email	

#### Your Reservation Details:

Date From	Date To	No of Days
Expected arrival time:		Flight:

#### Persons in the party (inc lead person) please print clearly

Title	Full Name	Age if under 21 yrs

	Double	Single	
Bed Requirements			

#### Booking Costs (can be paid by cheque or bank transfer)

Total Cost (excluding cleaning charge of 70 Euros to be paid on arrival)	Deposit 20% of total cost due at the time of booking	Balance + £100 refundable deposit due 4 weeks prior to arrival

#### Lead Person making booking:

I certify on behalf of all the people included on this Booking form, by which I am authorised to make this booking that we have read and understand the Booking Conditions on the Attached sheet and agree that our booking is made subject to these conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Data contained within this booking form is confidential and may be stored in an electronic data base system for the sole use of Richard Russell in accordance with the Data Protection Act of 1998 you have the right to access, rectify or cancel this information on request. No email addresses will be disclosed or sold

We do not accept any liability for injury or loss by any reason or for any claim made as a result of this booking and/or your subsequent holiday. This waiver applies to all guests included on the reservation form and to any person visiting the property.

**YOU ARE STRONGLY ADVISED TO TAKE OUT HOLIDAY INSURANCE and an E111 card from the post office**

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## Terms and Conditions of Booking:

This contract is between the apartment owner and the lead guest who must sign the booking form accepting the conditions on behalf of all persons travelling. A contract exists when you have paid a deposit and we have accepted and confirmed your booking in writing. The lead guest accepts these conditions on behalf of all members of the party.

1. The person booking the holiday is responsible for his/her guests. No additional guests, other than those listed may be invited to stay without prior written agreement.
2. Cancellations any cancellation of a booking must be in writing and is subject to the following charges, between 6-8 weeks prior to arrival date--50% total rental cost. Less than 6 weeks prior to your arrival 100% of total arrival cost. In the unlikely event that we the owners due to any circumstances beyond our control have to cancel your booking, the lead guest will receive a complete refund of all monies paid by them or attempt to arrange another apartment for you. The owner will not be liable for any other loss incurred by the clients.
3. Force majeure. The owners of the apartment or their servants will not be liable for any loss or delay by any of the following. Strikes, riots, political unrest, hostilities, war or threat of war, terrorist activity, closure of airports or any other event beyond the owners control.
4. While representations are made in good faith, neither they nor any verbal representations are intended to do more than to give a general indication of the holiday apartment.
5. Until you have written confirmation that the booking has been accepted, the booking is not confirmed and no contract exists. Provisional bookings may be held for up to 5 days pending receipt of your deposit and booking form.
6. A security deposit of £100 is required at the time of booking this will be held by the owner against loss or damage by the use of the apartment by the parties to this agreement. The deposit will be fully refunded within 2 weeks by the owner after the apartment has been cleaned and has received a status report.
7. **Cleaning - 70 Euros. This is payable locally on arrival.** The apartment will be clean prior to your arrival and after your departure, however if your stay is for 2 weeks, we provide a mid-stay clean at an additional cost. Although the apartment will be cleaned after your departure, it must be left in an orderly state and all kitchen utensils and crockery must be washed. Should the apartment require extensive cleaning then the owner reserves the right to withhold any monies from the security deposit to pay for the extra cleaning.
8. Clean bedding and towels will be provided and can be washed for subsequent weeks. Tenants are requested to bring beach towels.
9. **Your responsibility.** The party must treat the apartment, its furnishings, fittings, utensils and other facilities with respect. Any loss or damage must be reported to the owner. The lead guest must make good or pay for the loss, damage or breakage. The owner reserves the right to withhold any monies from the security deposit to pay for any loss or damage caused to the apartment or its contents by any member of the party.
10. Problems. Any complaints relating to the apartment must be made in writing to the owner within 24 hours of any problem arising. We will endeavour to put things right. Unless there is a valid reason, we will not consider the owner or representatives liable for any complaint that was not initially registered with us during your stay.
11. The lead guest is hereby made aware that there may be some construction ongoing with the new Town Centre.
12. The Owner will not be liable for any loss or delay caused by conditions over which they have no control. The owner will not be liable for any loss due to noise or disturbance from anywhere within the vicinity of the apartment.
13. Maximum number of guests--six. Including children over 18 months. (plus babies with permission)
14. No pets.
15. For the comfort of future guests, we respectfully request that there is **NO SMOKING** inside the apartment however you are permitted to smoke on the Terrace, please do not empty ashtrays in the kitchen bin as this creates a smell and may incur an additional charge for cleaning curtains.
16. Law prohibits sub-letting, sharing or assigning.
17. Liability. The Owners do not accept any liability what so ever for death, personal injury, accidents, loss or damage to persons or personal effects however caused.
20. No items must be removed from the apartment; this includes linens and towels.
21. You must leave the keys of the apartment immediately at the end of the holiday period where they were left for your or to the person that gave them to you.
22. At the end of the holiday period all moved or borrowed items must be returned to their original location. Broken items must be replaced with one of similar value and appearance.
23. The key can be collected from the key holder or by other means as agreed.
24. **We strongly recommend you to take out holiday insurance to protect your holiday arrangements. An E111 card can be obtained free from the post office, for any medical treatment you may need whilst in Spain.**

### TENANCY

Please note the apartment cannot normally be occupied before 16.00 hours on the day of your arrival and you are asked to vacate the apartment before 10.00 hours on the day of departure. This is to allow time to clean for incoming clients. **It may be possible to change these times to suit your travel arrangements. Please ask we will try to accommodate your needs**

Signed and dated by the person renting the apartment

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Please send or email completed booking forms to:  
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