

BOOKING FORM Please refer to Booking Conditions overleaf

IMPORTANT
WHERE DID YOU HEAR ABOUT US?

Mr / Mrs Miss Master	Initials	SURNAME <small>BLOCK CAPITALS PLEASE</small>	Age at time of Travel if under 18
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Name of VILLA:	
Arrival Date	Departure Date
Flight details and timings please show below: UK Airport of departure: Flight No. outbound: Arrival time Faro: Flight No. inbound: Departure time Faro:	

CAR HIRE To be collected from airport unless otherwise advised <small>CHILD SEATS & ROOF RACKS PAYABLE ON COLLECTION OVERSEAS</small>			
Date from	Date to		
MODEL	Group	Child seat	Roof Rack

Address for correspondence of Travel Documents

Post Code:
Email:
Telephone Home:
Office: Mobile:

Please tick boxes

SEE FULL PRICE LIST	
EARLY ACCESS	£25 <small>UP TO SIX</small>
	£35 <small>OVER SIX</small>
LATE DEPARTURE	£50-£90
COT	£15.00 <small>PER WEEK</small>
HIGH CHAIR	£15.00 <small>PER WEEK</small>
HEATED POOL	£90-£140
AIR CON. <small>(Where available)</small>	£50-£100
AIRPORT TRANSFER (EACH WAY)	
To Villa	£55 <small>UP TO FOUR</small>
	£75 <small>UP TO SIX</small>
From Villa	£85 <small>UP TO EIGHT</small>
Abnormal Luggage e.g. Buggy or Golf Clubs	

Please complete the appropriate section below

MORE THAN 10 WEEKS BEFORE DEPARTURE		
DEPOSITS (non refundable)	£	p
VILLA DEPOSIT - 33% OF TOTAL RENT		
CAR HIRE DEPOSIT OF £20 PER CAR PER WEEK		
Total		
10 WEEKS OR LESS BEFORE DEPARTURE		
FULL AMOUNT PAYABLE	£	p
VILLA - TOTAL AMOUNT INCLUDING : COT / HIGH CHAIR / HEATED POOL AIR CON / EARLY ACCESS / LATE DEPARTURE		
CAR HIRE / TRANSFERS - TOTAL		
BREAKAGE DEPOSIT £150.00 - 2 BEDROOMS £200.00 - 3 BEDROOMS £250.00 - 4/5 BEDROOMS		
Total		

ALGARVE VILLA OWNERS LIMITED
3 Churchill Close, Fetcham, Surrey, KT22 9EY

TEL: 01747 830769 FAX: 01747 830112
EMAIL: enqs@algarvevillaowners.com

OFFICE HOURS: Mon to Fri 10.00 to 17.00 & Sat 10.00 to 14.00
OUTSIDE THESE HOURS THE OFFICE IS CLOSED

Bookings will only be confirmed when accompanied by the appropriate deposits.



Cheques should be made payable to: **Algarve Villa Owners Ltd**
Receipt of the booking form does not constitute confirmation

IMPORTANT - PLEASE CIRCLE CARD TYPE		
CREDIT CARDS: Please charge to my VISA/MASTERCARD (2.7%)		
DEBIT CARDS: Please charge to my SWITCH/VISA DEBIT		
account for the following amount £ _____		
Issue No. □□	Valid From: □□□□	Expiry Date: □□□□
Card No.: □□□□□□□□□□□□□□□□	Security No.: □□□□	
A 2.7% fee will be added to your invoice for credit card payments. There is no charge for debit cards.		

DECLARATION BY CLIENT BOOKING

I have read and understand the Booking Conditions overleaf and agree on behalf of myself and my party to be bound by them.

Date	Signature
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BOOKING CONDITIONS

Every care is taken to ensure that you have a trouble-free and enjoyable holiday. However, acceptance of bookings is subject to certain important legal considerations which are set out clearly below.

1. Booking Form

The contracting parties are Algarve Villa Owners Limited acting as agents on behalf of the owner shown on the confirmation account (herein after called "the Company") on the one hand and all holiday-makers represented by the person who signs the booking form on the other. Your booking form is accepted by the Company on the date which appears on the confirmation/account and English Law will apply to this contract.

All bookings must be accompanied by the appropriate (non refundable) deposit. **IT IS IMPORTANT** to pay the balance due on the confirmation and account, not later than 10 weeks prior to departure. If you do not, you will be liable to pay cancellation charges as set out in number 3 below. The Company reserves the right to treat the booking as cancelled by you if the balance has not been received 9 weeks prior to your departure. The refundable breakage charge will be added to your account and any damage exceeding the amount held by us in this respect will be invoiced accordingly. **WE DO HAVE CREDIT CARD FACILITIES AND THE CHARGE FOR THIS IS 2.7% OF THE AMOUNT PAYABLE. THERE IS NO CHARGE FOR DEBIT CARDS OR CHEQUES.**

2. Amendments

If you wish to amend your holiday booking (including amendments to car hire) APPLY IN WRITING, EMAIL OR FAX and the Company will try to help but because your holiday arrangements will have been processed, it will be necessary for a charge to be made of between £10.00 and £50.00 depending on the amendment.

3. Holiday Cancellation

If you find that you cannot go on holiday, please write to the Company. Cancellations can only be accepted in writing from the person who signed the booking form and such cancellation will be effective from the date it is received by the Company. If you cancel your holiday the following charges will be levied:

More than 57 days.....	Loss of deposit		
56 – 43 days	50%	28 – 15 days	85%
42 – 29 days	65%	14 – 0 days	100%

4. Holiday Arrangements

All arrangements are made in the best interests of the clients and the utmost is done to ensure that you have a comfortable and enjoyable holiday. However, prior to your departure, we reserve the right to alter or cancel any holiday accommodation, or arrangements if unforeseen circumstances make this necessary. Should this happen every effort to offer suitable alternative arrangements will be made, but if you reasonably find the alternative arrangements unacceptable any money paid by you will be refunded, but The Company does not accept further liability.

The Company shall use its best endeavours to ensure that all services and amenities are available and that any defects are corrected or repaired as quickly as possible after the Company is notified of them. However, the Company does not accept responsibility or liability for lack or defect in services and amenities including water and electricity supplies, drainage and sewage brought about by circumstances beyond the Company's control, nor responsibility for any insect or animal life which is indigenous to the Country, or any liability whatsoever in relation thereto.

Heated pools / telephones / TV / videos / CDs & DVDs: We will not take responsibility for the heating of pools as these are not under the control of the Company. No compensation will be made if a pool is not heated only pro rata refund of any monies paid for the heating thereof. As no charge is made where villas have telephone / TV / Video / CD, DVD etc. no compensation can be made if they are not working for any reason.

5. Luggage

The Company does not accept responsibility for any loss or damage to your luggage or personal belongings nor any consequential loss. Please refer to your travel insurance policy.

6. Car Hire

The terms of the car hire operator are governed by the laws of the Country in which you take your holiday and they may limit their liability and therefore the Company cannot be responsible for any liability whatsoever. Any problems arising from the hire of a car must be dealt with directly with the car hire operator.

7. Complaints

If you do have any problems or complaints with the villa **please contact the House Manager immediately** and any outstanding problems or complaints must be put in writing to him/her immediately.

If the problem or complaint is not satisfactorily dealt with within a short period **please telephone the Company at that time to allow us the opportunity of solving it. If you return and lodge a complaint without having notified us at that time, then any claim for compensation will not be considered.** If you move independently to other accommodation or take any action relating to such problem or complaint without allowing sufficient time for us to deal with the matter to your reasonable satisfaction, all rights to compensation or refund will be lost.

8. Accuracy of our details

All our details have been compiled from up to date information and we have taken care to ensure that it is accurate. There may, however, be occasions when an advertised facility is either modified or not available. Such situations may be dictated by local circumstances, necessity for maintenance, water shortages, unsuitable weather conditions, fuel shortages, power cuts and other circumstances beyond our control, if we are advised of this, we will of course inform you as soon as possible, but we cannot be held responsible for such circumstances.