BRACKEN COURT
HOTEL
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BALBRIGGAN • CO. DUBLIN • IRELAND

Terms & Conditions

All reservations and agreements for functions at the Bracken Court Hotel are made subject to the rules and requirements of the Hotel and to the following conditions:

BOOKINGS

Provisional Bookings will be held up to 14 days after which time the Hotel will be free to release the date. A non refundable, non transferable deposit of €500.00 will be required to secure your booking. On receipt of the deposit, the Bracken Court Hotel will issue a written booking contract which will be accompanied by terms and conditions that must also be signed.

Payment can be accepted in the following formats: Bank Draft, Cash and Credit Card (charges may apply).

The hotel reserves the right to cancel or refund deposits in circumstances where a booking is made through a third party or under false pretences. Deposits must be paid in person to the hotel, otherwise the hotel reserves the right to cancel the booking. The hotel will not be liable for any refusal without reason. In the event of cancellation, notification must be sent to the hotel in writing. The Bracken Court Hotel will agree to a one wedding function per day on a given date.

PAYMENT

Final Account must be settled 10 days prior to Event. Any additional extras incurred during the event must be settled on departure. Note: In order to make additional charges a valid credit card must be given to the hotel with a credit application form or supplied on the day.

NUMBER OF GUESTS

Confirmation of final details pertaining to menus, wines and other details is required 14 days prior to the event. Final numbers are required 7 days before event and you will be billed at these numbers. Any additional guests who may attend on the day will be charged at the agreed price accordingly.

ROOM HIRE CHARGE

Room Hire Charge of €250.00 for the Martello Suite and €150.00 for the Ardgillan may apply to Weddings of less than 100 guests.

FOOD AND BEVERAGES

No food and beverage may be served or consumed on the premises unless supplied by the hotel.This clause does not apply to Wedding cakes or wine/champagne supplied for the wedding meal (subject to corkage fees agreed by the hotel) or once prior arrangments have been made with management.

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MENU

All menu prices are based on dinner being served before 6.15pm and may be subject to price increases due to circumstances beyond the control of the hotel i.e. increases in the standard rates (VAT). All prices are quoted and charged in Euro and are inclusive of VAT.

BEDROOMS

The Bride and Groom upon confirmation of their booking may block book bedrooms for their immediate family to a maximum of 10 rooms. The hotel reserves the right to release blocked rooms that have not been allocated 14 days prior to the Event Date. Any unallocated bedrooms that are not cancelled 14 days prior to the event will be charged to the Wedding Reception final Bill.

Additional Rooms may be booked subject to availability. Check in time is 15:00 and check out time 12.00pm. Earlier Check in may be possible but must be booked in advance and are subject to availability.

RESIDENTS BAR

A Residents Bar will be available to all hotel residents at the discretion of the Manager on Duty.

THE ROOF GARDEN AND OUTDOOR AREAS

Use of the roof garden/Outdoor areas where agreed is subject to weather conditions and the Hotel management reserve the right to move the function indoors if deemed necessary. Wedding parties may use the hotel grounds for photographs- please note exclusivity cannot be guaranteed. Other locations are available on prior request ie, Ardgillan Castle.

BAR EXTENSION

Bar extensions can be arranged upon request at an additional charge.

ENTERTAINMENT

The hotel does not take any responsibility for any entertainment or services booked directly by the Wedding Couple. It is essential that all entertainment arrangements have the approval of the hotel management, prior to the date of your reception. All entertainers must provide their own equipment and accept full responsibility for their own equipment and instruments.

CONDUCT

Hotel Guests should not behave in a way that is detrimental, offensive or contrary to normal accepted standards of behavior. Children must be supervised at all times.

DAMAGE

The client will be responsible for any damage, which may have occurred to the fixtures and fittings, fire equipment, walls, floors or carpet during the event. This also applies to Guest Bedrooms.

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PROPERTY

The hotel assumes no liability for valuables, equipment, personal possessions and /or effects belonging to client.

NOISE LEVEL

Noise levels for the function must be kept within acceptable levels and the client must comply with any requirements of the Hotel in that regard. If in doubt the client is asked to clarify the position with the Hotel Management.

PERFORMANCE

The Hotel will have no liability whatsoever for any non-performance of its obligations due to circumstances outside its control including labour disputes or strikes, accidents, government regulations and restrictions on travel, transportation, shortage of foods, beverages or supplies, technical failure etc. The Hotel shall not under any circumstances be responsible for any consequential loss or damage.

CANCELLATIONS

In the event of cancelling a confirmed booking, the following charges will be due (deposits already paid will be forfeited). In each case, the percentage charge applies to the estimated total account for the event, including accommodation, wine sales, loss of beverage sales and any other items booked as part of the contract based on the numbers originally booked.

Within 4 weeks = 100%
Within 8 weeks = 75%
Within 16 – 8 weeks = 50%
Within 36 – 16 weeks = 25%

Force Majeure or similar extraordinary circumstances beyond the parties control justify cancellation by either party without liability to both parties.

In the event of any dispute concerning this contract , this contract shall be subject to the laws and courts of the Republic of Ireland.

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Terms & Conditions

I/We have fully read and agree to the above Terms & Conditions

_____ _____

Signed on behalf of the Bride Date

_____ _____

Signed on behalf of the Groom Date

_____ _____

Signed on behalf of the Court Yard Hotel Date

Total Non Refundable Deposit Received €_____

Date of Wedding _____