

**The Lookout 18 High Street, Denmark House Aldeburgh Suffolk IP15 5AD.**

Booking Confirmation for The Lookout

Please complete and return this form to:

Lisa Smith, Newtrees 12, Aldeburgh Road, Leiston Suffolk IP16 4ED to confirm your booking of the Lookout.

Dates: Arrival \_\_\_\_\_ 3pm or later please. Departure \_\_\_\_\_ by 10 am please

Agreed rental for the period: £ \_\_\_\_\_

Name (party leader) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

Email \_\_\_\_\_ Notes. \_\_\_\_\_

Total number of people in party \_\_\_\_\_ this includes \_\_\_\_\_ under 18's  
*Maximum permitted to sleep overnight is strictly 6 people.*

I enclose a cheque for £ \_\_\_\_\_ being the deposit / full payment if less than 6 weeks for the booking. (*min dep £150.00 per week.*)

I will forward the remaining £ \_\_\_\_\_ at least 6 weeks prior to the arrival date.

We do / do not require the linen hire £15 pp per week. ( delete as appropriate )

Please also enclose a separate cheque for £100 as a security deposit, with final payment which will be refunded to you within 3 days of your departure, unless there is loss or damage to the property as a result of your tenancy.

All cheques to be made out to: Mrs. L.K.Smith

By signing below I confirm that I have read, understood and agree to be bound by the Conditions of Booking, which form part of this agreement. I understand that the deposit is non refundable.

Please note Check in 3pm on arrival. Check out strictly no **later than 10am** on departure day. Please ensure all your party are aware that **no smoking** is permitted anywhere in the building. Thank you.

Signed \_\_\_\_\_ I am over 18 years of age Date \_\_\_\_\_

*To help with our marketing please let us know how you found the Lookout and what caught your attention.*

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.....*Thank you.*