



TARIFF 2011

ROOM HIRE (VAT exempt)

Meeting Room & Description All Meeting Rooms equipped with TV/DVD/Flip chart Stand (flip chart pad £8) plus Video player available on request. PowerPoint Projector £50/day BOOKED IN ADVANCE		Capacity	Full Day	Half-Day/ Evening
HALL	Large, airy (carpeted) space on lower ground floor with access to garden. Available boardroom style, theatre-style or informal (seating and tables stacked at one end); split-level kitchen area with two large circular tables.	70	£200	£100
GROUP ROOM	L-shaped, informal room on lower ground floor; tables available; self-contained kitchen at far end.	30	£160	£80
DRAWING ROOM	1 st floor room with views over garden; two tables (seating 10-12) which fold away for more informal use.	20	£140	£70
HENSMAN ROOM	Informal room on ground floor (entrance level); mixture of comfortable and upright seating with coffee tables.	12	£110	£55
YELLOW ROOM	1 st floor room used for counselling purposes	2	£8.50/hour	
ART ROOM	Split-level room at rear of Hall. Access to garden. (Note: art materials not provided.)	12	£8.50/hour	

CATERING - freshly cooked and prepared food, often using organic produce from our own gardens

Lunch (2 courses)	£ 9.00
Lunch (main course only)	£ 7.00
Tea/Coffee - per day/half-day per delegate	£3.50/£1.75

ACCOMMODATION

Room Type	Bed & Breakfast
Single	£45.00
Twin/Double	£80.00

Breakfast served between 7.30 and 9.30 am
Checkout: 11am

EMMAUS HOUSE RESERVES THE RIGHT TO ALTER PRICES WITHOUT PRIOR NOTICE

***Please refer to Terms and Conditions overleaf**



TERMS AND CONDITIONS

PLEASE NOTE: RECEIPT OF YOUR COMPLETED BOOKING FORM CONSTITUTES CONFIRMATION OF BOOKING

PROVISIONAL BOOKINGS WILL BE HELD FOR 7 DAYS

DEPOSITS ARE NON-REFUNDABLE

BOOKINGS MAY BE TRANSFERRED AT THE DISCRETION OF EMMAUS HOUSE

(Payment Methods: Cash/Cheque to 'Emmaus House'/Debit Card/Credit Card)

Group Accommodation Bookings:

50% deposit of the total accommodation charge is payable on booking. The remaining charges will be invoiced after the event.

Course/Retreat Bookings:

50% deposit per person per course/retreat is payable on booking and the balance due is payable one month in advance.

Individual Accommodation Bookings:

50% deposit of the total accommodation charge is payable on booking.

MBTI® Professional Training Accommodation Bookings:

Full payment is payable on booking or on receipt of invoice.

IN THE EVENT OF CANCELLATION BY THE CUSTOMER, 50% OF THE TOTAL PAYMENT WILL BE REFUNDED. IF LESS THAN 48 HOURS' NOTICE IS GIVEN, THE FULL AMOUNT WILL BE FORFEITED.

Group Bookings:

50% deposit of the total room hire charge is payable on booking. The remaining charges will be invoiced after the event. IN THE EVENT OF CANCELLATION BY THE CLIENT WITH LESS THAN 7 DAYS' NOTICE, THE FULL AMOUNT WILL BE CHARGED.

Restaurant Bookings:

THE TOTAL NUMBER OF COVERS BOOKED WILL BE CHARGED, UNLESS CHANGES ARE NOTIFIED BY THE CUSTOMER WITH A MINIMUM OF 24 HOURS' NOTICE.

IN THE EVENT OF CANCELLATION BY EMMAUS HOUSE ALL RELEVANT MONIES PAID TO US WILL BE REFUNDED.

EMMAUS HOUSE STAFF ARE AVAILABLE DURING OFFICE HOURS (NORMALLY FROM 9.00 AM - 5.00 PM MONDAY-FRIDAY). OUTSIDE OF THESE HOURS, A STAFF MEMBER IS ON HAND TO AID CUSTOMERS.

WE ENDEAVOUR TO PROVIDE TECHNICAL ASSISTANCE WHERE POSSIBLE, BUT PLEASE NOTE THERE ARE NO TRAINED IT STAFF ON THE PREMISES.