



## BOOKING CONDITIONS

- All bookings are subject to availability and are accepted subject to the written Booking Conditions
- On receipt of your booking details, the Reservations Centre will send you a confirmation invoice within 14 days. If there are any queries please contact us at the address below quoting any booking references available:  
**SFUK Promotions Ltd, 94 Laurel Road, Dudley, West Midlands, DY1 3EZ,**  
Tel/fax: 01384 235244, e-mail: bookings@sfuk.org.uk
- Full payment for accommodation is required with this booking.
- Should you cancel your booking 60 days prior to the date of the event, a full refund will be made. However if the booking is cancelled less than 60 days prior to the event an administration fee of £20 will be made. Should the booking be cancelled less than 30 days prior to the event, then no refund will be made.
- If you are a wheelchair user or have limited mobility, or other special requests, please indicate this on the booking form, or contact us and we will endeavour to make the necessary arrangement for you.
- For insurance purposes, please provide the name and initials of each person to be booked into the event.
- SFUK Promotions Ltd may wish to contact you in the future regarding other events or offers that may be of interest. If you do not wish to receive such mailings (either via mail, telephone, e-mail or other means) please tick the box.
- We may share your information with other organisations for marketing purposes or other services you may be interested in. These organisations may contact you by mail, telephone, e-mail or otherwise. If you do not wish your details to be passed on to such organisation, please tick the box.