

HOW TO MAKE A BOOKING

If you would like to book your short break or holiday with us, please follow the simple procedure outlined below. Alternatively, just ring or email us and we can explain what to do to make a booking.

Making an Enquiry and Booking your Accommodation

1. Decide which dates you are interested in and ring us on 01526 378717 or 07979 750760 to check price and availability. Please ask for Sherry or Iven. Alternatively you can email me at sherryforbes@hotmail.com or info@manorhousestables.co.uk.
2. If the dates are available, we let you know immediately and confirm your booking subject to the arrival of your payment (see below).
3. If the chosen dates are more than 1 month in advance, then the booking is secured by sending us a cheque for your deposit. For week-long bookings the deposit is £150 and for short breaks it is £100. If it is less than 1 month, then we ask for the full amount to be sent upon booking.
4. At the moment, we only accept cheques or direct transfers into our account. If you want to transfer the money, please let me know and I will give you the details you require to do this.
5. Please also fill in the Booking Form and take a copy of it (if possible) and send it back with your cheque. If you are transferring the money, you may find it easier to scan your completed Form, attach it to an email and send it back to me that way.
6. We will hold your accommodation for 1 week from your enquiry while we wait for your cheque to arrive through the post or your money transferred in our account. Unfortunately, if we haven't heard from you again within this time, we will have to re-advertise the dates as being available. Any problems just ring or email us and we can extend this period.
7. As soon as your money has arrived, we will let you know by sending you a Receipt by email showing your payment details and when (if relevant) your balance is due).
8. The balance is to be paid 2-3 weeks before your arrival. As before, please either send us a cheque (along with the copy of your Booking Form) or transfer the remaining money through the bank.

Arriving and Leaving

1. You may arrive any time from 3pm on the day of arrival. Earlier arrival is sometimes possible but please enquire about this nearer the time.
2. In the week before your arrival, it would be most helpful if you could ring or email us to give us your approximate time of arrival (anytime after 3pm).
3. When you arrive, please come to the Manor House next to the Stables and one of us will be there to give you your key and show you around.
4. You are kindly asked to leave no later than 11am on the day of departure, again, unless by prior arrangement.

Please note, we hope to have an online Availability Chart on our website soon but until then, you can view availability at;

http://www.ownersdirect.co.uk/availability.asp?property_id=30951&unit_id=1 (the Hayloft) or

http://www.ownersdirect.co.uk/availability.asp?property_id=30951&unit_id=2 (The Bothy)