

Group Accommodation Booking Conditions

And

Cancellation Policy

The Group Booking Policy applies to groups of 4 people or more.

To secure a booking:

- A deposit of £50 per person should be paid at time of the booking
- Written confirmation of the booking
- Current credit card details/Invoice Address
- Written confirmation accepting all charges, including guests paying for their own accommodation who do not arrive on the due date.

Booking Cancellation and Amendments:

Any cancellation, amendments or reduction in the number of reserved rooms must be made in writing. The date on which the cancellation or amendment notice is received by Guildford YMCA, will determine the applicable cancellation fee.

Charges for cancellation or amendments to the original booking will be calculated as follows:

More than 30 days notice £10 administration fee per room cancelled

30 – 14 days notice 50% charge of the total accommodation cancelled

Less than 14 days notice. The full charge of the total accommodation cancelled. This includes guests with a reservation who do not check in on the arrival date