



CLIENTS DETAILS

Title	Initial	Surname	Age
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Names of other members in your party:-

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Address:

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<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>	Post Code:	<input type="text"/>
Telephone - Home	<input type="text"/>	
Work:	<input type="text"/>	
Mobile	<input type="text"/>	
Fax	<input type="text"/>	

Advertisement Seen :- (please tick) Magazine:

Yahoo Google MSN Past Client

Newspaper (please specify):

OFFICE USE ONLY	Customer ID :- <input type="text"/>
MANAGER <input type="checkbox"/>	C. Card Taken <input type="checkbox"/>

Please return to:- **Algarve Independent Holidays Ltd**
 "Linwood", Hundleton, Pembroke SA71 5RN
 Tel:- 01646 682889 Fax:- 01646 622776
 e-mail: Info@algarveholidays.co.uk

Declaration by Client Booking:-

I have read the booking conditions overleaf and agree on behalf of myself and my party to abide by them. I confirm that all parties have adequate travel insurance.

Signature:- **Date**

Villa

Total Persons (excluding infants):

Departure Date: Return Date:

Cot Required: Yes/No High Chair Yes/No

Pool Heating (where available):- Yes/No

Air conditioning (where available):- Yes/No

Car Hire Group: Child Seat Yes/No

Days: From: To:

DEPOSIT

If More than 10 weeks before Departure:-

Villa Deposit 30% of total rental	<input type="text"/>	<input type="text"/>
Credit Card charge - 2% *see below	<input type="text"/>	<input type="text"/>
TOTAL ENCLOSED	<input type="text"/>	<input type="text"/>

OR: If your holiday is in less than 10 weeks please fill in and remit the full amount below

Villa Total (Inc. Cot)	<input type="text"/>	<input type="text"/>
Car Hire Total	<input type="text"/>	<input type="text"/>
Breakage Deposit of £150	<input type="text"/>	<input type="text"/>
Credit Card charge- 2% * see below	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>

Cheques payable to Algarve Independent Holidays OR:

Please debit my Debit/Credit Card No. Exp Date

Security Code (last 3 Nos.back of card)

Issue Number needed for Switch Cards

**** All Credit Card payments will incur a charge of 2%
 No extra charge for debit cards

Bookings are accepted subject to the following conditions:-

1. The contracting parties are Algarve Independent Holidays Limited acting as agent on behalf of the owner on the one hand and all holiday makers represented by the person who signs the booking form on the other.

2. Bookings: All Bookings must be accompanied by the appropriate (non-refundable) deposit for the villa - no deposit is required for car hire. Please make any special requests for cots, pool heating, etc., at the time of booking (as later requests are treated as amendments (see below). **IT IS IMPORTANT to pay the balance due not later than 10 weeks prior to departure otherwise you could lose your holiday. We reserve the right to treat bookings as cancelled if the balance is not received 9 weeks prior to departure.** Payment for a late booking, 10 days or less before departure, must be made by bank transfer or credit card. There will be a £20 charge for any cheque returned by our bank.

3. Breakeage Deposit: The refundable breakeage charge will be added to your account and is due in full with your final payment. The charge is made to ensure that the villa is left in good order. Any loss or damage exceeding the amount held by us will be invoiced accordingly. Assuming no breakages, your deposit will be returned, in full, 14 days after your return. Any breakeage not replaced by you or paid to the villa manager will be notified to us and the amount will be deducted together with an administration charge of £10 from the breakeage deposit. Deductions will be levied for extra cleaning when it is deemed that the villa has been left in an unacceptable condition. a £35 charge will also be made for lost keys. £50 will be deducted for lost safe keys.

4. Credit Cards: We can accept Mastercard, Access and Visa (Not AMEX) Due to the charges made to us, all credit card transactions will incur a 2% charge. We can also accept Delta and Switch (no charge for debit cards)

5. Amendments: When your booking has been confirmed by us, any alteration to the original will be treated as an amendment. If you wish to amend your holiday booking (including car hire) please apply in writing. We will try to help if possible, but as your booking will have already been processed, a charge will be made (£15 - £50 for each amendment).

6. Occupation: The properties are for the numbers stated on the property details. Occasionally an extra person can be accommodated for a small weekly charge, but this must be requested at the time of booking. Later requests for extra persons must be in writing and will carry an amendment charge plus the charge for the extra person. If for any reason whatsoever a property is overoccupied, you will lose your full breakeage deposit and a charge of £25 per person per day will be invoiced to you.

7. Holiday Cancellation: If you find that you cannot go on holiday, please write to us. Cancellation can only be accepted by the person who signed the booking form and is effective from the date received by us. Charges levied will be as follows:-

Not less than 10 weeks prior to departure	- loss of deposit	Under 10 but not less than 8 weeks	- 45%
Under 8 but not less than 4 weeks	- 65 %	Under 4 but not less than 2 weeks	- 85 %
Less than 2 weeks	- 100 %		

8. Insurance:- It is conditional that you take out holiday insurance and inform us that you have done so. It is your own responsibility to ensure that the cover is suitable for your purposes.

9. All arrangements are made in the best interests of clients and the utmost is done to ensure that you have a comfortable and enjoyable holiday. However, the right is reserved to alter or cancel any holiday accommodation or arrangements if unforeseen circumstances make this necessary. Should this happen every effort to offer suitable alternative arrangements will be made, but if this offer should prove unacceptable any money already paid by you will be refunded, but no other liability is accepted.

11. We use our best endeavours to ensure that all services and amenities are available and that any defects are corrected or repaired as quickly as possible. However, we do not accept responsibility for lack or defect of services and amenities including water and electricity supplies, swimming pool pumps, drainage or sewage brought about by circumstances beyond our control, nor any responsibility for any plant, insect or animal life which is indigenous to the country, or any liability whatsoever in relation thereto. Many of the villas have extras such as CD players, TV, DVD, Video, Dishwasher, etc. No charges are made for these extras therefore no compensation can be given if any of these are not working for any reason. All TVs are set up differently, with or without satellite, and we cannot guarantee you will get English stations. Where a charge is made for pool heating in the event of a breakdown a refund can only be made on a pro rata basis. We do try to be accurate with our details, but sometimes certain facilities may be modified or unavailable. In such circumstances, if we are aware of changes we will let you know, but otherwise we cannot be held responsible for such circumstances.

12. Car Hire Any problems arising from the hire of a car must be dealt with directly with the car hire operator as we act only as agent for the car hire company & cannot take any responsibility whatsoever & the rules of the car hire company shall apply to all hires. An insurance excess is payable (in case of damage to the hire car) which is refundable on return of the car undamaged and with an equal amount of petrol or you can insure to waive this.

13. Financial Security Algarve Independent Holidays has been operating for more than 16 years so you can book with us with confidence. Clients money is held in a special Travellers account for your security. We advise that you arrange your flights through a carrier holding an ATOL license.

14. If you have a problem concerning your property, do please first contact the House Management immediately and any outstanding problems or complaints must be put in writing to him/her immediately. If the problem is still not satisfactorily dealt with please telephone us at the time to allow us the opportunity of solving it. If you move independently to other accommodation or take any action relating to such problem or complaint without allowing sufficient time for us to deal with the matter to your reasonable satisfaction, all rights to compensation or refund will be lost. If you wish to pursue any complaint further with us, after your return, then this must be put in writing within 14 days of your return.