

HOUSE INFORMATION & NOTICES FOR GROUPS

1. Upon check-in, you will be required to leave a security deposit of £250.00 for any damages/vandalism caused to the hotel which will be returned to you on the day of departure if nothing has been found. You can leave the deposit in cash or credit cards. Cards will be pre authorised on check in for the full £250.00. Full list of damage charges are available at Reception.
2. Towels are not included with your room. There is a £1.00 charge & £5.00 returnable deposit for hiring towels. Ace Hotel Towels are also for sale from reception. Price £10.00
3. In order to ensure comfort and courtesy for the other guests, the leaders are responsible for supervising their group **AT ALL TIMES**. We will remove you and your group if they are not controlled properly and this will be at any time in the day or night.
4. No smoking any where in the Hotel. It is a **CRIMINAL OFFENCE** to smoke in the hotel and if found you will be charged £250.00 and the Police contacted. You may smoke in the garden area until 10.45pm when the garden is closed. No smoking outside the **FRONT** of the hotel.
5. This is a residential area, please keep the noise to a minimum on entering or leaving the hotel. The Bar lounge closes at 12am & Games Room must be vacated by 1am. Please keep the noise to a minimum in you room as other guests are staying as well.
6. No guest under 16yrs old are allowed in the bar area after 6pm. They are allowed in the games area only until closing time.
7. All group members must clean up after themselves otherwise they will be a charge.
8. For large groups of 40+, please can you ensure the group split into smaller size groups when coming for breakfast. Our breakfast room only caters for 40. Breakfast is **FREE** and it consists of: Tea/Coffee/Juice and cereal. Breakfast time: Everyday from 07:30am – 09:00am;
9. No cooking equipments are allowed in the hotel.
10. Giving your room key card to non-residents is prohibited.
11. No alcohol can be served to any persons less than 18 years of age. Proof maybe required. Only alcohol brought within the hotel may be consumed in **GROUND FLOOR AREA**. Your own drinks must be consumed in your room or outside the building, this includes soft drinks.
12. Last orders at the bar, is strictly at 11:15pm Monday to Saturday and 11.00pm on Sundays and Bank holidays.
13. The garden closes at 10.45pm, please do not use after this time.
14. Check out time strictly 10:00am. You may be charged for another night if you leave later than 10:00am.
15. If you abuse any of the hotel equipment or vandalise the hotel you will be charged for any damages. This includes any cleaning costs for any damaged carpets or linen.
16. We do not tolerate drugs on the premises. The police will be called if found using drugs. Theft will result in prosecution.
17. Downloads of adults, prohibited material or unauthorised distribution of any copyright material is strictly banned while using our systems.
18. You are not allowed to use the address of the hotel for any purposes.
19. We do not give out any details of guests or staff unless consent is given.
20. We do not tolerate abuse of any of our staff or of other guests, you will be asked to leave and in severe cases that can result in prosecution.
21. For groups under 18 years of age, they must vacate the ground floor area before 11pm.

Group Name

Signed Date.....

The Management has the right to eject the whole group if these rules are not adhered to.