

**Postal Address:** 

P.O. Box 94, Pakenham Vic 3810 **President:** Gian Pianezzola

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Secretary: Jennifer Bainbridge

# **CANCELLATION POLICY**

### **Booking Deposits**

- To secure a reservation for a Function\*, Barefoot Bowls or Barefoot Bowls + BBQ
   1\* or BBQ 2\*, a non-refundable booking deposit of \$100.00 is required.
- The booking deposit must be paid in full no later than two weeks prior to the scheduled booking date. Failure to submit the deposit within this timeframe may result in the cancellation of the booking.

#### Cancellation Terms

- Cancellations made 7 10 days before the booking date will not incur any additional fees, and the booking deposit will not be refunded.
- Cancellations made 6 days or less from the booking date will be subject to a 10% cancellation fee.

### Payment of Cancellation Fees

- The 10% cancellation fee will be deducted from the booking deposit if the cancellation occurs 6 days or less from the booking date.
- If the booking deposit has not been paid or does not cover the full 10% cancellation fee, the remaining amount will be invoiced to the client.

#### Refunds

• The booking deposit is non-refundable under all circumstances.

#### Rescheduling

• Clients may request to reschedule their booking subject to availability, without incurring additional fees, as long as the request is made at least 14 days before the original booking date.

#### No Shows

• Failure to arrive for the booking without prior notice will result in the forfeiture of the booking deposit, and any additional charges for the full booking amount may be invoiced to the client.

#### **Booking Modifications**

Any changes to the booking, such as altering the number of participants or the
event type, should be communicated to us at least 14 days in advance. We will
do our best to accommodate these changes based on availability.

### **Contact Information:**

For cancellations, rescheduling, or any other inquiries related to your booking, please contact us at <a href="mailto:paken-bambowlingclub@bigpond.com">paken-bambowlingclub@bigpond.com</a>

By making a booking with us, you acknowledge that you have read, understood, and agreed to the terms and conditions outlined in this cancellation policy.

## **PAKENHAM BOWLS CLUB Inc.**