



Villa Loukia
Karavados, Kefalonia, Greece

BOOKING FORM

Name:
Address:
Town/City:
County/Country:
Post Code:
Telephone (Home):
Telephone (Work):
Mobile:
Email:

Group # Total	Adults (age 12+)	Children (age 6-11)	Toddlers (age <6)	Start Date	End Date	# of Nights

Rental Fee for Duration of Stay:	20% Booking Deposit (non-refundable)	Security Deposit (Refundable)
		£250.00

Cot Hire (charge at £20 for duration of stay)	Car Hire (A list is available at www.villaloukia.co.uk)	Baby Sitter (Charged as extra and at the discretion of the Manager)

*Special Requirements:	Please provide details of where you found us?
Inbound Flight No:	Search Engine:
Arrival Time in Kef:	Web Site:
Outbound Flight No:	Local Press/Magazine:
Departure Time:	Recommendations:
Boat Arrival Details:	TV/Radio:
Port:	Web Link:
Boat Departure:	Other:

***Please use the space below for any requirements/questions you may have:**

VILLA LOUKIA TERMS & CONDITIONS

VILLA RENTAL. The villa rental includes the following elements. Additional items are considered extra and will have an additional cost:

- Use of Villa Loukia and its facilities for the number of guests identified in the booking form. Facilities are defined as; the main villa, the pool, the parking and the grounds.
- Weekly house keeping service. Linen change once weekly. Gardening and pool maintenance. Small Welcome Pack.

PAYMENTS. Reservations require a 20% DEPOSIT within 5 days of booking for the rental to be confirmed. The FINAL BALANCE of RENTAL and any SECURITY DEPOSIT must be received no later than 30 days prior to the arrival date. Failure to pay initial rental deposit, security deposit or balance of rental on time could result in loss of reservation and all monies received. If reservations are made less than 45 days before arrival, then 100% of the rental and security deposit are required within 4 days of booking.

CURRENCY. All payments must be made in Pounds Sterling or Euros. Cash, money order, cashiers check, personal cheque, BACS and credit or debit card are the only acceptable forms of payment. Please note credit and debit cards are subject to a 2% additional charge. Full payment for all incidental expenses, including food and alcohol, are required before vacating.

TRANSPORTATION. It is understood that all transportation to, from and around the villa is the responsibility and additional cost of the LESSEE. We are able to assist in the arrangement of transportation upon request.

REFUNDS. Once reservations have been confirmed, all monies are committed to the rental and no refunds are available. 100% of any security deposit will be refunded upon any cancellation for any reason. A full refund is available if the villa is determined by the MANAGER to be un-rentable due to some unforeseen circumstances. For peace of mind, we highly recommend you purchase trip cancellation insurance from your travel agent or broker.

SECURITY DEPOSIT. A deposit in the amount of £250.00 or €350.00 is payable at the time of payment of the FINAL BALANCE and/or credit card details are required as further security. Following checkout of the villa it will be cleaned and a thorough inventory taken prior to any guests checking in. Provided there is no more than a reasonable cleanup and nothing has been damaged or missing, a cheque for the entire security deposit will be placed in the mail within 5 business days. Any damages in excess of the security deposit will be deducted from the credit card. The LESSEE will be notified of the amount prior to the transaction.

OCCUPANCY. The maximum occupancy is reflected in the BOOKING FORM figure. Any occupancy in excess of this will result in immediate forfeiture of SECURITY DEPOSIT and additional fees are defined by the MANAGER.

REGISTERED GUESTS. Only registered guests are allowed inside the villa. Permission must be obtained by the MANAGER or CORNICHE ESTATES for access by any non-registered guests. This is to prevent unauthorised access to the villa to help ensure your privacy and security as well as that of the property and its contents.

SPECIAL EVENTS. Weddings and other SPECIAL EVENTS will involve bringing in outside services such as caterers, bartenders, cooks, musicians, servers etc. ALL SPECIAL EVENTS must be arranged at the time of booking. Additional contractual arrangements will be necessary and subject to a higher security deposit.

SMOKING. Smoking is not permitted within Villa Loukia but may be done outside, on the terraces or around the swimming pool. Ashtrays are provided.

CHECK-IN / CHECK-OUT. Check-in time is 3:00pm on the START DATE and check-out is 11:00am on the END DATE. Any time alterations required must be agreed with the CORNICHE ESTATES prior to check-in.

SATELLITE TV. Villa Loukia currently uses Dish Network to provide uninterrupted, full access to satellite television.

SWIMMING POOL. The swimming pool of the villa is used entirely by the guests of the villa and at their own risk. It is imperative and the responsibility of the LESSEE that **children are supervised at all times** in and around the pool area. No diving is allowed outside of the deepest end of the pool. Under no circumstances must glass be used in or around the swimming pool. Breakage of a single glass may require drainage and cleaning of the entire pool, which would be at the additional expense of the LESSEE. Plastic cups, plates and utensils are available for your convenience.

RESPONSIBILITY. Corniche Estates and the MANAGER are allowing rental of the villa to your group at your specific request. As such, you agree to be totally responsible for yourselves and all guests on the property at all times. The LESSEE hereby acknowledges, and fully releases from any and all claims, that the owners of villa Loukia, Corniche Estates, the MANAGER, employees, agents and associates of the property are not responsible for any accident, loss, damage, injury or death suffered by the LESSEE or guests regardless of cause or location. The LESSEE releases and holds harmless any and all parties involved with the rental, ownership or operation of the property for any loss or damage to personal property, injury or death.

PETS. Pets are not allowed on the property unless otherwise agreed prior to arrival.

ADDITIONAL TERMS. Upon check-in, the LESSEE agrees to read and adhere to the Villa Guidelines provided by the MANAGER at check-in.

THIRD PARTY ACTS. Corniche Estates will not be held responsible for any action made by a third party that directly or indirectly affect your stay at Villa Loukia. Such acts may include local building projects, noise or acts of nature such as earthquakes, hurricanes, and flooding.

LICENSING. Corniche Estates is not a licensed real estate company in any part of Greece and the Greek Isles and both parties enter into this agreement with this knowledge. Corniche Estates is a private company set up by the owners of Villa Loukia.

COMPLAINTS. If you have a problem during your stay at Villa Loukia, you must inform the MANAGER where available, who will endeavor to resolve the matter on the spot. It is therefore a condition of this contract that you communicate any problem to the MANAGER of the villa whilst in residence. If you cannot resolve your problem in residence, all complaints must be lodged in writing within 28 days of your return to Corniche Estates, Campbell Park, Fernhurst Road, Milland, Liphook, Hants, GU30 7LU, United Kingdom. If you fail to follow this procedure your entitlement to compensation, if any, will be completely extinguished because you will not have taken reasonable steps to alleviate the issue and we will not have been given a full opportunity to investigate and rectify the problem.

DISPUTES: Any disputes will be governed by British Law and both parties shall submit to the jurisdiction of the British Courts at all times. Where legal action is contemplated our authority must be obtained prior to commencement of proceedings. Our costs in respect of the above on behalf of you and your party shall not exceed the total cost of the amount paid for the villa rental.