



HATTON CARRIAGES

The Hall Lodge, School Road
Hemingbrough, Selby YO8 6QS

Freephone: 0800 0515 666

Mobile: 07770 762701

Tel: 01757 633792

Email: carriages@hattons.info

www.hattons.info

WEDDING BOOKING FORM

Hirer's Email address: Date:

Hirer's name & address:

.....
.....

..... Post code:

Home Tel: Work Tel: Mobile:

Telephone numbers for day of hire: (collection address)

Date of Wedding: Time of ceremony:AM/PM

Type of service: C. of E./RC./Other: Length of time of service:

Full names: Bride: Groom:

Wedding car(s): (Make & Model of car required)

Bridal car: Bridesmaids Car:

Additional car(s):

Please tick box if two trips are required to the Church/Venue: (if within a short distance, approx. ten minutes)

Bridal car

Collecting from: * Collection time:AM/PM

Bridesmaids car

Collecting from: * Collection time:AM/PM

Additional vehicle(s)

Collecting from: * Collection time:AM/PM

*Please allow for peak traffic constraints

Church or venue

Address:

Bridal car to the Reception

Address: * Estimated time of arrival:AM/PM

Other cars required to the Reception: * Estimated time of arrival:AM/PM

Details of evening transport (if required): Car:

Collecting from: * Collection time:AM/PM

Destination:

Hire charge quoted: £ Deposit/Booking fee required: £

Colour of V ribbon: *Ivory / White / Own ribbon* (please delete as applicable)

NB. if supplying own ribbon, 7 metres is required per car and must be delivered to us 14 days prior to wedding day.

Champagne Service available on request, there may be an extra charge for this service, please ask

To finalise your arrangements, please print, complete & sign this form, returning it to us as soon as possible for a detailed quotation and to reserve your booking date.

I/we agree to Hatton Carriages terms and conditions of hire.

Hirer's signature:

Thank you for your booking, confirmation will be by return of post or email within 14 days. Please take a copy of this form for your records.

Please use the reverse of this form for any other additional information.

Office use only

Deposit/booking fee paid: £ Date received: Balance: £ Due for payment:

Please complete this form and return to Hatton Carriages for a detailed quotation

HATTON CARRIAGES TERMS AND CONDITIONS OF HIRE - WEDDINGS

1. Hatton Carriages will supply the vehicle(s) specified in the particulars of booking with one chauffeur to each vehicle who shall be dressed appropriately. The hirer is aware that some vehicle(s) selected are, by reason of age and specification, less reliable than modern production vehicles and the proprietor reserves the right in the rare event of a mechanical breakdown or damage to the specified vehicle(s) occurring before the commencement of the contract to substitute (or in the event of breakdown or damage during the performance of the contract to continue with) an alternative vehicle available to the proprietor but wherever practical to consult with the hirer on the type of vehicle to be substituted.
2. Whilst every effort will be made to meet the agreed time scales, we cannot be held responsible for any delays attributable to traffic delays, accidents, breakdowns, emergencies, illness or any other circumstances beyond our control howsoever caused.
3. The hirer will pay upon booking a non-returnable deposit/booking fee of the quoted amount with the balance becoming due NINETY DAYS before the date of hire.
4. Costs are incurred from when the hirer reserves the vehicle and should they cancel, this must be initially by phone or email and confirmed in writing signed by the hirer and sent to us by recorded delivery within 24 hours. All cancellations incur a charge (minimum amount is the deposit/booking fee) should the hirer cancel within three months of the date of hire the balance is due in full. Should we secure another booking for the vehicle, for the same date and time, 50% will be refunded minus the deposit/booking fee.
5. The vehicle(s) will be clean, inside and out, and will be decorated with a silk flower arrangement on the rear parcel shelf and ivory or white V ribbon outside. Other decorations may be available on request / discussion.
6. The vehicle(s) will arrive at the agreed collection point at the time and on the date specified and the hirer will ensure that all persons to be carried will be ready for departure at that time.
7. Whilst every effort will be made to ensure that damage is not incurred to persons or property, the proprietor will not be held liable for any such damage, no matter how arising.
8. The hirer accepts that, **unless otherwise agreed and specified on the booking form**, the hire period is for a duration of up to 4 hours commencing from departure from the proprietor's premises and terminating on completion of the Chauffeurs duties as specified overleaf. The hirer agrees to pay for additional time if (subject to our other commitments we can make extra time available) at the rate of £95.00 per hour or part thereof in respect of which an invoice will be sent on completion of hire.
9. The hirer accepts that the vehicle is hired to perform the journey(s) as specified overleaf. In the event of an additional journey(s) being required on the day of hire the hirer agrees to pay the sum of £1.50 per mile or part thereof in respect of which an invoice will be sent on completion of hire.
10. The hirer accepts that there is no smoking in any of the vehicles. The hirer will be held responsible for any damage caused to our vehicle by his/her/s passenger/s including sickness related to alcohol consumption when a minimum additional charge of £195.00 will be made.
11. In the event of any claim arising out of or in connection with the Hatton Carriages obligations under this agreement as to our liability (so far as is permitted by statute) shall be limited to £30.00 in respect of any one claim.
12. Any alterations, further instructions and the balance due, must be received not later than ninety days prior to the date of hire, otherwise an administration charge may be made. If a receipt is required, please send a stamped addressed envelope with your balance.
13. Please note that your booking can not be finalised until all details of your transport requirements are received.