

Dear Guest, thank you for your Group Booking.

Below you will find an outline of Menu & Beverage options available to you, details of our confirmation policy and terms & conditions. Please read all the following information carefully as it will form part of the contract between ourselves.

BOOKINGS

When your enquiry is received you will be made aware of availability and the options available to you. On making your booking you will be allowed up to 7 days to confirm your reservation. This is done by providing valid credit/debit card details* using the link on the auto generated confirmation email. If this is not received within 7 days your booking will be archived from our system.

Credit card details are stored in a PCI compliant 'credit card vault' by a 3rd party handler, no monies are deducted from the card prior to the booking *Please see 'Cancellations, no-shows & late arrivals' below*

**please note we do not accept American Express.*

MENUS

Below is an outline of the menus available for parties of 8-18 guests.

We offer a choice of menus ranging from £28 - £85 per person. These are available for lunch or dinner Wednesday – Sunday. Content and pricing is consistent with restaurant menus. We **do not** require pre-orders. We simply ask that **you indicate which menu option you would like for your group at the latest seven days in advance.**

Chef's Tasting Menu

We are happy to offer our tasting menu to larger groups by prior arrangement for lunch or dinner.

A la Carte Menu

Available for lunch or Dinner, Wednesday - Saturday.

Set Lunch Menus & Sunday Lunch Menus

Our daily 3 course set price weekday lunch menu is available on Tuesday-Saturday priced from £28. Our Sunday Lunch Menu is priced at £35. **Pricing and availability is consistent with Restaurant menus. We can supply you with a 'sample menu' in advance to view but these menus are subject to daily change.**

Special Dietary Requirements

If your group includes guests with special dietary requirements, please advise us in advance of your booking and we will of course be happy to provide suitable alternatives.

BEVERAGE & BAR

Please indicate if you wish to have drinks on arrival. Be aware that your reservation time is for dining so drinks should be taken before this time. In order to ensure timely beverage service we ask that you advise what you would like to be offered to your guests on arrival.

Wines should be ordered at the latest 7 days prior to the booking in order that we can guarantee availability, **in the event that wine has not been pre-ordered you may be restricted to a house selection.** We do not ask that you make any commitment to quantities, however please note that for stock holding purposes only a limited number of bottles of each wine may be available unless we are made aware in advance.

All beverage is charged strictly on consumption,

DECORATIONS & CELEBRATION CAKES

You are welcome to organise free standing Balloon arrangements and table decorations so long as they are not prohibitive to service. We respectfully ask that you do not use 'sprinkles' or confetti, and nothing attached to the furniture or fabrication of the building. In the event that you choose to bring a cake into the restaurant this will be chargeable as 'cakeage' at £5 per person.

CANCELLATIONS NO-SHOWS & LATE ARRIVALS

If you need to cancel your function, we require seven days notice. Notice of cancellation given less than seven days before the event will incur a cancellation charge of 55.00 per person. We require that any change in the number of guests be confirmed to us at least 48 hours prior to your function.

In the event that a confirmed booking does not arrive or a decrease in booking number without prior notice, a no-show fee of 55.00 per person will apply.

I hope that you find the enclosed information useful. If there is anything else, please do not hesitate to contact us directly on 01892 511921.

CONFIRMATION & DEPOSITS

When we have received the required information your booking will be fully confirmed. Any change to the details provided by yourselves could result in a nominal charge or loss of your reservation in accordance with our terms and conditions.

TERMS OF PAYMENT

Terms of payment - Settlement of the account will be at the conclusion of the meal without exception. Please note we do not accept American Express.

Best regards,

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