







To check Available Dates, please contact the team on 01343 540883 reception@themansefield.com

Festive Party Night Date	
Festive Lunch Date	
Table Name/Company	
Contact Name	
Contact Telephone Contact Email	
Number of Guests	
Deposit Paid £25.00 per guest	
Method of Payment	
Balance Due payment by 21st November	
Signed: Agreement to Terms & Conditions	

Please ensure you have read terms  ${\mathfrak E}$  conditions prior to booking

# Festive Information

# Party Night Running Times:

Doors open at 7pm. Dinner will be served from 7.30pm. Dancing to start around 9.30pm, and finish at 12.00am.

### **Festive Lunch**

Festive Lunch times can be arranged at the time of booking, your choice of anytime between 12pm – 3pm to start.

## **Terms & Conditions**

### **Reservations:**

To Book, please complete the form or contact our Reservation Team directly:

Telephone: 01343 540883 Email: reception@themansefield.com

A Deposit of £25.00 per person is required within 7 days of your provisional reservation.

Please note this deposit is neither refundable nor transferable if guest or group should cancel

# Final Balance & Meal Choices

Once booked, you will receive a pre-order sheet, this should be completed and returned to us no later than Friday 21st November 2025 along with the balance of monies due.

Failure to make payment by this date may result in booking being canceled.

Whilst every effort is made to ensure our Menu stays the same, options may be subject to change due to circumstances out with our control.

# **Cancellations:**

If circumstances change and guests cannot make it to the Christmas Party Night, please be aware that deposits and final balance payments for the menu are non-refundable or transferable to another date.

They can, however, be transferred to a replacement guest on the same table.

Meal Choice changes will only be accepted up to 7 days prior to your chosen date.

Any amendments after this time will occur an admin charge of £5.00 per change and must be 48 hours prior to the event.

Payment of the deposit is considered acceptance of the terms and conditions.

# **Licensing Laws:**

Please be aware that alcohol consumed on the premises must be purchased from The Mansefield Hotel. Alcohol not purchased from The Mansefield Hotel will be confiscated and guests will be asked to leave the premises. Accommodation:

**Special accommodation rates** of £150.00 bed & breakfast for 2 guests sharing have been arranged for guests wishing to stay at the hotel. This rate is only available when booked directly with the Hotel via email or telephone with Reservations and not with any other reservation site.

Booking early is always recommended

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For any assistance, our Event Team can be contacted direct on 01343 540883 reception@themansefield.com

www.themansefield.com