

Leaflet updated 1 July 2011

REST AND RENEWAL RETREATS

We offer Rest and Renewal Retreat each month, the cost is income related and falls into three categories:

Income below £12,000 pa	£ 98.50
Income between £12,000 and £20,000 pa	£131.25
Income above £20,000 pa	£164.00

Retreats run from 10am Tuesday till after lunch on Thursday.

Notes

Deposits and confirmation of bookings

- We will keep your booking in the diary for 14 days from the initial enquiry during which time please request a booking form.
- If your completed form and deposit are not received within 14 days of issue of the booking form then the date will be released.
- To confirm your booking please return your completed booking form together with a non-refundable, non-transferable deposit of £300. The deposit is payable so that the risk is shared between the Abbey and yourself.

Cancellation Policy

- The full amount is due if you cancel 7 days or less before the event
- 75% is payable in the event of cancellation between 8 days and 28 days before the event.
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Catering

All our food is vegetarian and made freshly for you in our kitchen. We cater for special dietary needs if advance notice is given.

Sharing in the life of The Abbey

We invite you to share in the life of the community while you are here, helping with washing up (just your own cutlery, crockery and cups) and making your bed up for the next person prior to departure. **Please bring your own towel.**

Thank you

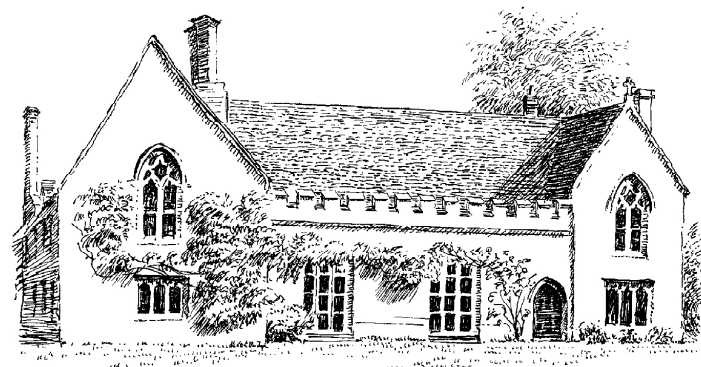
Departure

Bedrooms need to be vacated by 10.00 a.m on the day of departure.

The Great Hall is wheelchair accessible with assistance

The Hire Charges leaflet is available in alternative formats on request

THE ABBEY Sutton Courtenay



HIRE CHARGES 2012

prices include VAT at 20% and are valid
until 31 December 2012

Bookings for 2013 onwards will be charged at the new rates
applicable for the time

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2012 STANDARD RATES

RESIDENTIAL

Rate per 24 hours or part thereof (Including set up time, the use of 1 group room, all meals, teas/coffees all day and overnight accommodation)

For groups of 9 or less	£117.50 per person
For groups of 10 or more	£106.00 per person

NON RESIDENTIAL

(Including set up time, the use of 1 group room, lunch, teas/coffees all day)

For groups of 9 or less	£ 77.00 per person
For groups of 10 or more	£ 69.50 per person

EXTRAS

Use of additional group room	£168.00 per day
Additional Lunches	£13.30 per person
Additional Suppers	£13.30 per person
Additional all day tea/coffee	£6.50 per person
Open wood fire (per day)	£24.00 per day

Bed and Breakfast may be available for early group arrivals subject to availability at a cost of £39.50 per person per night

Prices include VAT at 20% where applicable
and are valid until 31 December 2012
bookings for 2013 and later will be charged at the applicable rate

2012 RATES FOR VOLUNTARY, COMMUNITY AND PUBLIC SECTOR ORGANISATIONS

RESIDENTIAL

Rate per 24 hours or part thereof (including set up time, use of 1 group room, all meals, teas/coffees all day and overnight accommodation)

For groups of 9 or less	£84.50 per person
For groups of 10 or more	£77.00 per person

NON RESIDENTIAL

(Including lunch, teas/coffees all day and the use of 1 group room)

For groups of 9 or less	£49.75 per person
For groups of 10 or more	£43.00 per person

EXTRAS

Use of additional group room	£123.00 per day
Additional Lunches	£10.25 per person
Additional Suppers	£10.25 per person
Additional all day tea/coffee	£4.50 per person
Open wood fire	£24.00 per day

RESIDENTIAL SELF CATERING

Rate per 24 hours (Including overnight accommodation in the guest house, use of the guest house kitchen and dining/meeting area)

For groups of 9 or less	£ 56.40 per person
For groups of 10 or more	£ 50.25 per person
Additional meeting room in main house	£139.40 (excludes Great Hall)
Open fires	£ 24.00 per day

Bed and Breakfast may be available for early group arrivals subject to availability at a cost of £39.50 per person per night

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