

1. To check availability, reserve or book a property simply call us on **01773 850400** or fill in the **Contact Form**. At this stage if the property is available for the dates required, we will be happy to confirm your booking with the property management company in Spain or if required we can hold the property on an option for up to 48 hours. Please read the booking **Terms and Conditions** (these are also sent to you on the back of your invoice).

2. To **confirm your booking** you will be required to **pay a deposit** of 30% of the total amount. This payment can be made by cheque, bank transfer or over the telephone and taken on a credit/debit card. Full payment is required to confirm a booking where your holiday departure date is within 30 days.

3. An **invoice confirming all details** will be sent to you.

4. The final balance after the deposit has been paid is due 30 days prior to departure. Please note that balances paid on a credit card are subject to a 1.5% surcharge. This surcharge does not apply to the booking deposit.

5. Ensure all information given to us is correct, as any changes at a later date will be subject to amendment fees.



--



