

Trinity Park Christmas Party Events 2023 - Terms & Conditions

The following terms and conditions form part of your Christmas party booking.

Booking:

- Bookings can only be made via <https://order.servd.uk/checkin?orderDestination=gq2lvk>
- A £1 booking fee per ticket will be added to your total. The max this will be is £20
- Bookings are not confirmed until the full deposit for the group is paid, a £20 non-refundable and non-transferable deposit per person is required to confirm a booking.
- The deposit for a group is required in full at the time of booking
- We do not accept individual payments at any times for single members of a group.
- All payments must be arranged through a lead contact and paid in one full amount.
- All deposits are non-refundable and cannot be transferred to a final invoice payment or any other service.
- Your price per person includes an arrival drink, three course dinner, dodgems, party games and dancing. If you have taken advantage of the early bird offer we will be supplying 1 bottle of prosecco per 5 tickets booked.
- Bookings are not confirmed until the deposit has been paid, by doing so you agree to our terms and conditions laid out in this booking form.
- Final balance must be paid by 31st October 2023
- Bookings made after this date will require payment in full.
- Tables are of 10 persons minimum so if your party is less than this other guests may be added to your table which will then be a mixed table.
- Balance requests will be emailed out for payment due on 31 October and failure to pay this will result in the loss of your deposit and booking which will be re-let to other people who wish to book or who are on the waiting list.
- Full group balances need to be made in full as stated on the invoice and not as instalments or separate group payments.

Food Services

- Menu selection forms will be sent out in September via your login. To guarantee your chosen option we will require final menu choices for your guests at least 3 weeks prior to your party date.
- Any amendments or additions must be made in writing, a minimum of seven days prior to the event.
- Please note individual menu returns will not be accepted, therefore please do not send back or email individual menus options, these must be sent to the group leader who must submit the menu form as a complete form with all member's options on it.
- Any allergies will need to be identified on the menu option form and must be returned at the same time. We require written notice of any special dietary requirements, including vegetarian, lactose, gluten, vegan and food allergies, a minimum of fourteen days prior to your arrival. Any requests made after this time cannot be guaranteed. It is important to note that some of our dishes may contain nuts, so please advise us of any allergies at your earliest convenience.
- Each table seating layout will be set out in number order of your food choice, in accordance to your completed food option form, i.e. numbers 1-10 will be on one table in that number order, similar if less/more than 10.

Bar Services:

- Extra wine can be pre-ordered before the evening, the wine list will also be sent closer to the time along with any requests for bar tabs to be set up for your party. We will need these details at least 3 weeks prior to your party date.

Arrival Times/Finish times:

- Food service will start at 7.30pm with the doors opening from 6.45pm;
- Information will be sent out nearer the time reconfirming these details to the group leader
- The evening will finish at 01:00am with the exception of Sundays that will finish at Midnight due to licensing.
- It is advised to pre-book taxis and transport home before the evening event as the staff are not permitted to do this.
- Dress code is smart casual – no jeans, trainers or tracksuits. Trinity park reserve the right to refuse entry.

Minimum numbers and restrictions for Christmas Party Nights

- Tables are of 10 persons minimum so if your party is less than this other guests may be added to your table which will then be a mixed table.
- Larger parties of 10 or more guests may have to be separated onto different tables
- We cannot reserve tables or specific areas due to the variation of tables and group numbers on the night. We therefore reserve the right to create the table plan and seating to maximise the use of the space available as we see fit.

Cancellation charges are as follows:

- All deposits are non-refundable and cannot be transferred to a final invoice payment or any other service.
- Once a balance has been paid no refunds can be given unless we are able to re-sell your allocation.
- All non-arrivals will automatically be charged in full.
- In the unlikely event we must cancel your booking, you will be offered an alternative date or a refund
- All cancellations within 7 days prior to the party night will be charged in full.

Public safety

- We are a licensed venue and are legally bound not to serve alcohol to anyone under 18 or unable to provide acceptable ID on request. We reserve the right to refuse to serve a member of your party and may ask them to leave the premises if they are intoxicated or buying alcohol for minors.
- We reserve the right to refuse entry or to ask a member of your party to leave the premises if they, in the opinion of our Management Team, act inappropriately or cause offence towards other guests or members of staff. Further action will be taken and damages claimed if a guest causes damage to the property.
- Smoking is only permitted in designated areas.
- All guests use the entertainment provided at their own risk.