



Woodcote Park
Banqueting
Terms and Conditions

Terms & Conditions for Banqueting Functions

The Club is sole caterer within both clubhouses and does not allow any other foodstuffs to be brought onto the premises.

Special diets e.g. vegetarians etc. can be catered for if notified no later than 7 days in advance. Any additional items requested and served on the day will be billed as an extra charge on your final account.

Final numbers for catering should be confirmed by telephone no later than 72 hours beforehand. After this date, any decrease in numbers will be charged at full rate. Any increase in numbers after the booking has been confirmed will be subject to availability.

All drinks are charged for on a consumption basis and added to the main account.

All charges are quoted inclusive of VAT at 20% throughout the Club. Should there be changes in taxation, we reserve the right to adjust our charges accordingly.

Additional staff charges may be levied if your function start times delayed by more than 30 minutes, or if you intended having speeches or entertainment of any kind in between courses, we reserve the right to levy a surcharge to cover additional staff costs.

Dress Requirements

Casual dress is generally appropriate throughout the estate and excludes clothes carrying large or offensive slogans or lettering. Dirty, torn or ripped clothing or visible underwear is not appropriate. More formal tailored jacket and trousers are appropriate for men in The Boston Room for dinner. Sports clothing may be worn in Cedars Sports, The Fountain Brasserie, on the terraces, and is defined as clothing which has been designed for the relevant sporting activity. Blue denim jeans are not appropriate on the golf courses, the practice areas, in the Golf clubhouse or on the ground floor of the main clubhouse building (defined as the Cedar Room, The Boston Room or the Hurricane Bar and Lounge).

All of the same dress legislations apply to children of all ages.

The dress regulations do not apply to any person wearing their national dress or the uniform or costume appropriate to their office or vocation.

Members and guests are required to remove all outerwear (coats, hats, scarves etc.) before entering the public rooms of the clubhouse. Outerwear, parcels and shopping bags etc should be deposited in the cloakroom. Any items found unattended may be removed to the cloakrooms.

Mobile Telephones

Mobile telephones may only be used in specific areas of Woodcote Park, namely: in the function rooms, in any of the bedrooms, in the outside areas but not on the terraces. They are not permitted in any other areas of the clubhouse, the Golf clubhouse or the estate. The clubhouse switchboard is continuously manned and will be pleased to pass messages to the organiser of your function on the day.

Cancellation Charges

Please note that should you find it necessary to cancel your function we will apply a room hire charge to the cancellation fee. We will make every effort to re-let the space in order to reduce any cancellation charges however if this is not possible then the cancellation charges will apply.

- (a) Cancellation within 12 weeks of your function: 50% of the tariff rental.
- (b) Cancellation within 8 weeks of your function: 75% of the tariff rental.
- (c) Cancellation within 6 weeks of your function: the full the tariff rental.
- (d) Cancellation within 4 weeks of your function: the full tariff rental, and all food and beverages charges apply.



ROYAL
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