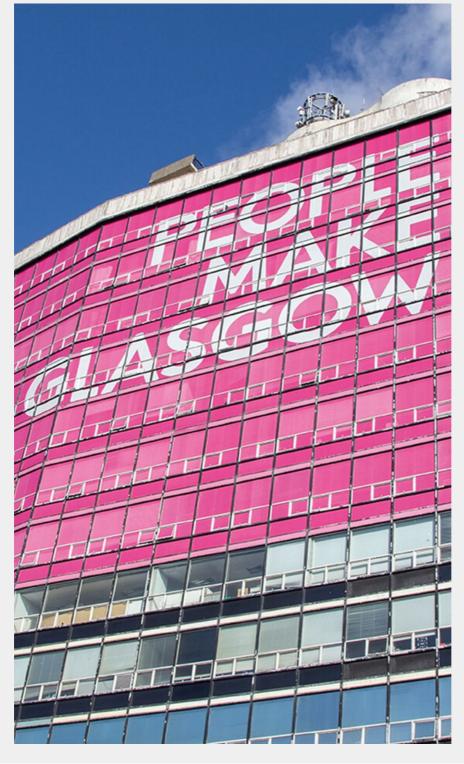
### **BLYTHSWOOD HOSTEL**

Booking & Cancellation Policy

## **FOLLOW US**

# **Essential Information**









## **BOOKING AND CANCELLATION POLICY**

#### Bookings for 15 people or less:

- 1. All bookings will be held as provisional until full payment is received.\*
- 2. Bookings must be paid in full 3 days prior to arrival.
- 3. Payment <u>not</u> received 3 days prior to arrival may be cancelled by The Glasgow School of Art and rooms resold.
- 4. For reservations made within 3 days of date of arrival, full payment must be made at point of booking.

#### Bookings for 15+ people:

- 1. All bookings will be held as provisional until a 25% non-refundable deposit is received.
- 2. We do require that the non-refundable deposit to be paid 3 months in advance.
- 3. Final group numbers should be confirmed 3 months in advance. If the group number reduces outside of this time frame, we will retain the deposit for cancellations. Extra rooms will be subject to availability.
- 4. The remainder of the booking total must be paid 3 days prior to arrival. Our primary payment method is located in the booking email. Follow the link given at the time of booking.

#### **Cancellation Policy:**

- 1. In the event of cancellation, guests are requested to contact us as soon as possible by email at <a href="mailto:accommodation@gsa.ac.uk">accommodation@gsa.ac.uk</a>. Refunds will be arranged as follows:
- a. Groups sizes of under 15 guests require to give us notice of 3 days before booking start date full refund will be issued.
- b. Group sizes of 15+ can make cancellations up to 3 months prior to the booking start date with full refund given OR require to give us notice of 3 days before booking start date but we will retain the 25% deposit for any cancellations or amendments.
  - c. No notice, non-arrival or notice after check-in NO REFUND

\*Long term guests of 2 weeks+ are required to pay fortnightly in advance. You should pay for the first 2 weeks before arrival and then 2 weeks in advance for remainder of your stay.

\*Refunds will be processed by The Glasgow School of Art's Finance Department. Refunds generally take 3-5 working days to show into your account.

#### Site Rules:

If you are staying at Blythswood House to attend a music event or similar, please note that we do not allow guests to practice/play instruments onsite. The only exception to this are the pipes where we ask that only chanters and drum pads to be used in our bookable communal areas. Thank you for your understanding.

