MUDIAD EFENGYLAIDD CYMRU
YN GWASANAETHU'R EGLWYS

EVANGELICAL MOVEMENT OF WALES
SERVING THE CHURCH

BRYN Y GROES

Canolfan Gristnogol/Christian Centre

Booking Form and Terms and Conditions

01 January 2027 – 30 September 2027

(Vat is included in all prices)

Bryn-y-groes - Initial Booking Form

Thank you for considering Bryn y groes for your group visit or stay. Please take time to read the terms and conditions thoroughly and contact us if you have any enquiries.

Our aim is to work with you in providing flexible hospitality with personal attention to your precise needs.

You can email the House Managers, Steve and Deb Davies, at brynygroes@emw.org.uk or call us on 01678 520752

Name of group			Group organiser			
Email address			Mobile/telephone number			
Postal address (inc postcode)						
Arrival date and time			Departure date and time			
Expected numbers	Adults		Package details	Fully catered		Deposit £400
	Students			Self-catered		Deposit £200
	School group/ youth group			Full Day visit		Deposit £200
	Child aged 11-17			Half day visit		Deposit £200
	Child aged 5-10			Noddfa		Deposit £100/£150
	Child aged 0-4					

Group details

All deposits are non-refundable and non-transferable.

I confirm that I am authorized to act on behalf of the above named group. I have read, understood and agree to be bound by the booking terms and conditions.

Signed_____ Date _____

Please contact us for payment options and return this booking form to brynygroes@emw.org.uk

Your visit is not guaranteed until the booking form and deposit have been received and accepted.

Terms and Conditions for Bryn-y-groes Conference Centre

1. **Bryn y groes** is the Evangelical Movement of Wales' (EMW) Conference Centre - Charity Number 222407.

2. **Liability:** The Centre is responsible for providing safe facilities and a safe environment. The EMW has Public Liability Insurance. Groups are responsible for the consequences of their own actions on the site.

The EMW cannot be held responsible for accidents sustained during activities or for loss of, or damage to, personal property and/or vehicles.

The EMW will not be responsible for any claims, actions or demands arising out of the negligence of guests whilst staying at and using the centre.

Groups must ensure that they carry sufficient public liability insurance and produce a copy of the insurance certificate if requested. Groups are responsible for arranging appropriate event insurance cover.

3. **Booking:** Provisional bookings can be made by contacting Bryn y groes. To firm up the booking, please return the completed booking form and non-returnable deposit. Please note the minimum charge and the cancellation policy.

4. **Payments**: Full numbers must be confirmed 28 days before the start of your stay. At this point, a full invoice will be sent to you. The full balance is payable by the beginning of your stay. All cancellations must be notified to Bryn y groes as soon as possible and will be subject to charges as follows:

- More than 16 weeks' notice – loss of deposit.
- Between 12-16 weeks' notice – 50% of the minimum charge.
- Between 6 and 12 weeks' notice - 75% of the minimum charge.
- Less than 6 weeks' notice – 100% of the minimum charge.

5. **Damages:** The person/organisation responsible for the booking is responsible for wilful damage or loss. Wilful damage will be charged for and will include a charge to cover staff costs to make any repairs.

6. **Bedding requirements:** Where bedding is hired from us, bedding packages will be left on each bed and will consist of a sheet, duvet and cover, pillow and pillow case and a towel.

7. **Extras:** The following extras can be used if required.

- Washing machine - £9 a wash (staff operated only)
- Tumble dryer - £9 a dry (staff operated only)
- Logs for the fire pit - £10

8. **Self Catering groups:**

- Our well-equipped kitchen is for your use. The catering manager will show you around and instruct you on the use of kitchen equipment as needed.
- Please bring washing-up liquid, dishcloths, tea towels and kitchen cleaning equipment. Please restock toilet rolls and bin bags.
- Self-catering groups are responsible for all aspects of food hygiene and ensuring that caterers are suitably trained in and meet the food safety and hygiene regulations.
- Please be considerate to others and thoroughly clean the kitchen and equipment before you leave so that other groups can also enjoy using the kitchen.
- Self-catering groups are responsible for locking the premises up at night and when not on site.

9. Expectations:

- No alcohol or smoking/vaping is allowed on the premises.
- We kindly ask group leaders to be responsible for ensuring high standards of conduct within their group.
- We expect youth/school groups to have at least one adult per 10 children (including male and female adults when the group is mixed).
- Groups are responsible for child safety policies, safeguarding procedures and first aid.
- Groups are responsible for ensuring Personal Emergency Evacuation Plans are in place for guests who may require assistance in an emergency evacuation.
- We reserve the right to ban any guest(s) who act in a manner likely to affect the safety and well-being of guests and staff.
- Pets are not allowed (with the exception of Guide Dogs).
- Please be considerate of our neighbours and avoid noise outdoors and in the Log Cabin after 10 pm.
- Please remember that this is a Christian Centre, so we ask guests to refrain from any activities that contradict our Christian ethos.
- Please leave your rooms tidy when vacating the premises. A vacuum cleaner can be borrowed if needed. Please empty bins. Strip your bedding and leave it with used towels outside your bedroom door on departure.
- You are welcome to move furniture around to suit your needs, but please return all furniture to its original locations before leaving.