



## BOOKING & CANCELLATION POLICY (BAR & MAIN DINING ROOM)

### **Restaurant Booking Policy**

We are able to take bookings for lunch in both our bar dining room and main restaurant from 12pm until 3pm Monday to Saturday and 12pm until 3.45pm on a Sunday. Our 'light bites' menu is available from 3pm until 5.30pm Monday to Saturday.

We are able to take bookings for dinner in both our bar dining room and main restaurant from 5.30pm until 08.45pm Monday to Saturday and 6pm until 8.45pm on a Sunday.

We would respectfully ask that you are ready to be seated at the time of your reservation. Should you arrive after your booking time, we may need to hold you back to a later time to ensure the best possible level of service to all our guests.

If you have any specific dietary requires please advise us at the time of booking to ensure we can cater for you appropriately. If you have not informed us at the time of booking, please contact us to discuss your requirements as soon as possible before your arrival.

Tables are allocated on a daily basis by the reservations team and although we will do everything we can to allocate a table in your preferred area of the dining room / bar dining room, we cannot always guarantee this.

### **Cancellation Policy**

The Punch Bowl relies on reservations being honoured by our Customers and adequate notice being given of any changes or cancellations.

1. We reserve the right to charge a cancellation fee for any booking which is cancelled or if numbers are reduced without prior notice.
2. For all bookings, you must notify us of a cancellation or any changes to the number of guests at least 24 hours prior to your booking.
3. We reserve the right to charge a cancellation fee of £15.00 per person for any bookings changed or cancelled within this 24 hour notice period. We will notify you if any cancellation fee is applied.
4. Any bookings which fail to turn up without any prior notice, will also incur a £15.00 per person fee.