

**Booking Form**

Brookfield's, Green Barns Lane, Little Hay, Lichfield, Staffordshire, WS14 0QN

Telephone: 01543 480724 / 07880 871081

**Only one boarding contract is required and you should notify Brookfields immediately should ANY of these details change in the future including card details.**

**Please complete booking form and return to us along with required deposit and signed card section.**

**Do not forget we need up to date vaccination details for each booking.**

**Current prices can be found on our website**

**\* STRICTLY PAID ON ARRIVAL \***

**CARD DETAILS MUST BE SUPPLIED AND TERMS & CONDITIONS READ. BOOKING FORM TO BE RETURNED WITHIN 7 DAYS OF MAKING YOUR BOOKING.**

**YOUR BOOKING IS NOT CONFIRMED UNTIL WE HAVE RECEIVED YOUR COMPLETED BOOKING FORM & DEPOSIT. IF ONLY ONE PART IS RECEIVED THEN YOUR BOOKING/S COULD BE CANCELLED. PLEASE COMPLETE BOTH REQUIREMENTS.**

Debit or credit card details must be supplied with **EVERY** booking along with a signed booking form once per year. **Charges will only be made to this card by us in event of Brookfield's not receiving payment for a booking being cancelled within our short notice cancellation terms**. All data is kept securely and will be destroyed upon completion of full payment of booking/s. If you prefer not to provide all card details as this is being returned by post, then please sign this section and then call us to provide the remaining information over the phone. Alternatively, full payment can be made at time of booking and no card details will then be required.

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| I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Authorise Brookfield's Luxury Boarding Ltd. To charge my card the outstanding balance upon failure to pay as per Brookfield's terms and conditions.  Card Holders Name (As Shown on Card): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Card Type: **MasterCard** - **Visa -** **Visa Debit** -  Card Number:   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  | | |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  | | |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  | | |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  | |  |  |  |  | | --- | --- | --- | |  |  |  |   Exp. Date: \_\_\_\_\_/\_\_\_\_\_ CVV:   |  | | --- | | **Signature:**  **Date:** | |

**By visiting our website or making any booking you are agreeing in full to all our terms and conditions without exception**



**Booking Form**

Owner's Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact telephone number for emergencies only: Please state Family Member/Friend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Arrival: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Departure Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of Departure: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DOGS INFORMATION:**

Dog 1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sex: \_\_\_\_\_\_\_\_\_\_\_\_\_\_Neutered YES/NO DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Colour: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Booster given? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ When is revaccination due \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kennel Cough Vaccination: date of vaccine given \_\_\_\_\_\_\_\_\_\_\_\_When is revaccination due\_\_\_\_\_\_\_\_\_\_\_\_\_

Microchip number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dog 2. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Breed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sex: \_\_\_\_\_\_\_\_\_\_\_\_ Neutered YES/NO DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Colour: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Booster given? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ When is revaccination due\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kennel Cough Vaccination: date of vaccine given \_\_\_\_\_\_\_\_\_\_\_\_\_When is revaccination due\_\_\_\_\_\_\_\_\_\_\_\_

Microchip number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Which product for flea prevention do you use for your dog \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

When was flea treatment last done? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_When is it next due \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you worm your dog regularly, at least once a year? YES/NO When was this last done \_\_\_\_\_\_\_\_\_\_\_\_\_\_

If we see any fleas, do we have your permission to treat them and charge accordingly? YES / NO

Does your dog have any allergies? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Details of any pre-existing medical conditions: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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IF YOUR DOG IS ON ANY MEDICATION OR INJECTIONS, PLEASE REMEMBER TO BRING THEM ALONG IN A SECURE BAG OR BOX WITH CLEAR INSTRUCTIONS ON THEIR USAGE.

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Vet Normally Used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Is your dog/s insured YES / NO

**DIET REQUIREMENTS:**

**WE NOW ASK THAT ALL CUSTOMERS BRING THEIR DOG/S USUAL DIET TO RULE OUT ANY UPSET TO THEIR NORMAL ROUTINE. CHANGING DIET CAN CAUSE AN UPSET TUMMY.**

**PLEASE BAG UP EACH MEAL INTO SEPERATE BAGS TO AVOID OVER FEEDING/ UNDERFEEDING.**

What is your dog(s) usual diet? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many times a day? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­

If complete food (please circle) DRY OR SOAKED

If your dog/s is with us for a long stay (minimum of 14 days) bringing a measuring cup that is clearly marked for amount is acceptable.

**ANY SPECIAL REQUIREMENTS:**

THE MORE INFORMATION WE KNOW ABOUT YOUR DOG(S) THE QUICKER WE WILL GET TO KNOW THEM AND HELP THEM SETTLE WHICH WILL OBVISOUSLY BE BENEFICAL.

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Do you walk your dog on or off lead ON OFF BOTH

Would you like us to walk your dog on or off lead ON OFF BOTH

PLEASE CIRCLE: FIELD \_\_\_\_\_ SECURE ONLY \_\_\_\_\_\_ ON LEAD\_\_\_\_\_\_

What is your dog's favourite game? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What is your dog(s) favourite toy? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you use any special commands with your dog(s) like SIT/ STAY/ HERE? YES NO

How do you praise your dog(s)? FUSS TREAT BOTH

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**Behavioural Issues** (Please circle)

**BARKS EXCESSIVELY** YES/NO **DESTRUCTIVE** YES/NO **BITING** YES/NO

**NERVOUS OF STRANGERS** YES/NO **NERVOUS OF OTHER DOGS** YES/NO

**BUDDY SCHEME:**

If your dog/s is compatible with others, with your permission, we will buddy them up with suitable companions during supervised walks and playtime only.

Buddy up scheme: YES / NO

If yes, please complete details below to help us choose suitable buddies for your dog/s to be suitable for each individual.

Breeds likes\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Breeds Dislikes \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How often does your dog socialise? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does your dog enjoy playing with other dogs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How does your dog react to other dogs on/off lead\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does your dog share toys with other dogs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Has your dog ever growled/bitten or showed aggression to another dog\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional information/history: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**I/we understand that although dogs participating in the 'Buddy Up Scheme' are supervised at all times and Brookfield's staff will follow a strict introduction procedure and dogs will only Buddy Up if Brookfield's feel they are suitable. While every effort to avoid accidents is taken, in the event of any accident causing harm or injury Brookfield'scannot take any responsibility.**

**I/we agree to abide by Brookfield's terms and conditions, which I/we have read, received and also completed a debit/credit card form.**

**Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Print: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**IT IS THE OWNERS RESPOSIBILITY TO NOTIFY BROOKFIELDS SHOULD ANY OF THESE DETAILS CHANGE IN THE FUTURE.**

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**TERMS AND CONDITIONS OF BOARDING**

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**BOOKINGS**

Any bookings made will be held for one week from date of enquiry and will only be confirmed on receipt of a booking form, signed, completed and with a deposit of 25% of the full balance. You will receive a confirmation email once you have booked your dates with a detail of the full balance and deposit needed. Once the deposit has been paid (must be within 7 days of booking) another confirmation email will be sent to confirm your remaining balance. **Deposits are non-refundable.**

If the deposit, booking form and signed terms and conditions are not received within 7 days (unless agreed otherwise) then the booking will be cancelled.#

Should ANY of your details on the booking form change, including card details, you must notify Brookfields immediately.

**PAYMENTS AND CANCELATIONS**

**Daily Rate: £31.50 per night. Additional dog/s £20.00 per night each.**

**ALL ACCOUNTS MUST BE SETTLED ON ARRIVAL OR BEFORE.**

**Payments can be made by cash, card, cheque or BACS. Please contact us for our bank details.**

Any booking of **£160** or less must be paid in FULL at time of booking

Any booking made less than 14 days of commencement of boarding/arrival date must be paid for in FULL at time of booking.

All rates are daily. Boarding fees will be charged at prevailing rate at time of departure.

**Bookings which include any dates from 24th December through to 1st January must be paid in full no later than 7th December.**

Christmas Day, Boxing Day, New Year’s Day and **all** other bank holidays will be charged at double rate.

**If any booking is cancelled, we must receive notification in writing as telephone cancelations alone are NOT accepted. If written notice is not received by Brookfields you will still be liable to settle the full amount.**

Deposits will only be transferred if written cancellation or alteration is received **30 days** before the intended arrival date.

**Should any bookings be cancelled for whatever reason 14 days or less before the start date, then the full outstanding amount is still chargeable.**

There are no extra charges for us to administer medication supplied by you for your dog(s) during their stay at Brookfield's. These will be administered as per the instructions you give us and Brookfields will not be liable for any reaction to any medication but will treat accordingly under veterinary instruction and any costs incurred will be the responsibility of the owner.

**ARRIVALS AND DEPARTURES**

Dogs only accepted or returned during the times given unless previously agreed.

Drop offs only from 9am-11.45am & 1pm-3pm every day.

When a booking is made, a fixed date and time on which the owner will bring or collect their dog will be agreed and confirmed on a booking confirmation email. Please keep to these times or contact us to advise any changes as soon as possible. **Late collections may incur further charges.**

If the owner wishes to collect their dog before the agreed collection date, they may do so but will remain liable to pay boarding fees up to the agreed collection date

**VACCINATIONS**

**All** dogs must be fully vaccinated, have current vaccination certificate and all boosters must be up to date. Vaccination certificates must be produced on arrival or before, as the health & welfare of our guests is important to us.

We cannot accept any dog without proof of up to date inoculations **including kennel cough vaccination.**

It is the owner’s responsibility to provide this information on the day of arrival or before.

Dogs must be fit and in good health and must be vaccinated against **Distemper, Hepatitis, Leptospirosis and Parvovirus. We also request that your dog has been vaccinated for kennel Cough a minimum of 14 days prior to boarding at Brookfield's.**

**If any dog on arrival has not had its Kennel Cough vaccination more than 14 days before hand or proof of all current vaccinations is not provided, we will be forced to refuse and the full outstanding balance will still be payable.**

While every level of bio security is taken by us to prevent Kennel Cough and following detailed veterinary advice, it is impossible to give a 100% guarantee due to the wide variety of types and strengths of the virus. As only the common types are covered by vaccination, there is always a possibility of a very occasional dog being susceptible and show symptoms. As this very rare possibility is out of our hands, Brookfield's will not be held responsible should this occur.

It is understood that whilst every effort is taken for the care and wellbeing of your dog(s) they are left at the owner’s risk. In the event of injury to or illness to your dog, Brookfield's will instruct our appointed veterinary surgeon. Treatment will be charged for on departure date. Also, belongings (such as toys, blankets, beds, leads, collars, bowls) are also left at the owner’s risk and Brookfields will not be responsible for loss or damage however caused.

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