

Thinking of bringing your own group to Shorland Old Farm? Here's a summary of how it works....

The organiser/tutor takes responsibility for all aspects of the holiday/course organisation, including:

- advertising
- pricing
- taking bookings from prospective students/guests
- making the appropriate bookings with Shorland Old Farm
- disseminating all relevant information to prospective students/guests
- payment of deposits and balances to Shorland Old Farm

We are happy to help by including your holiday/course on our website and newsletters. Just send us the information, an image or two, and contact details.

- minimum group number is 8 people.
- maximum group number is 12.
- the organiser/tutor counts as one of that number.
- accommodation prices apply to everyone in the group, including the organiser.
- the organiser/tutor decides how they will cover their own costs for food, accommodation, (and tuition if appropriate) within the price they set for the holiday/course.
- arrival time is from 4pm on the first day; departure by 10am on the final day.

Tariffs can be found on our website or with the booking form you will be sent once you have made a booking.

Accommodation

Our policy is to book only one group at a time, so you have exclusive use of the venue for the duration of your stay.

We have 9 letting rooms: 7 en-suite rooms in the main farmhouse, and 2 bedrooms in the studio annexe (a single and a double) that share a bathroom. Because of the shared bathroom arrangement, in the event both rooms in the annexe are occupied as singles, both rooms are charged at the shared rate. However, should only one person be occupying the double room and the single room remains vacant, the normal single rate will apply.

We provide a room allocation sheet to organisers to help keep track of who's booked in where.

We provide several options for food and accommodation:

- accommodation and breakfast only
- accommodation, breakfast and two-course evening meal as standard (three courses are available for an extra cost per person)
- optional lunches

The chosen meal arrangements apply across the whole group.

We reserve the right to apply a £5 per person per day supplement for special diets. More details can be found with the booking terms and conditions on the Tariffs page, and on the booking form. Please discuss all special dietary needs with Sandy before any payments are made, to ensure we are able to cater appropriately.

Lunch arrangements

Lunches may be booked as an optional extra. They are served buffet style in the dining room. However, many groups prefer to cater for themselves at lunchtime. This allows for greater flexibility if you are planning to be out and about and can also work out cheaper.

Studio hire

We have a large, well-equipped studio, with flexible working space, a lounge seating area with a wood-burning stove, a kitchen area, a toilet, and a small outside seating area with views over Exmoor. While it is ideal for artists, it is adaptable for other group use too.

For those hiring the studio, there are facilities for preparing light lunches. The kitchen area is equipped with sink, kettles, microwave, fridge, toasters, and plenty of crockery and cutlery. (Please note, there is no cooker/oven other than the microwave). Tea, coffee and biscuits are included in the cost of the studio hire.

For 2018 & 2019, the cost of the studio is £60 per day. As arrival time is from 4pm on day 1, and departure by 10am on final day, if you were coming for 3 nights, you would normally require 2 days' studio hire; if you were booking four nights, you would require 3 days studio hire, etc.

Booking arrangements

1. Arrange a date

Firstly, arrange a holiday date with us. It's best to do this early to avoid disappointment. We know it can be complicated trying to organise a group event, so we are happy to hold your initial booking on a provisional basis while you sound out interest. However, bookings cannot be guaranteed until a deposit has been paid.

2. Deposit payment

Deposits are £100 per person. Once paid, deposits are non-refundable.

Once you have eight definite attendees, pay the deposit and secure the booking. Extra people can always be added later.

3. Balance payment

Balances become due four weeks before the start of the holiday. Once paid, balances are not refundable.

The organiser will have been sent a booking form and room allocation sheet which should be completed and returned with the payment of the balance.

The organiser/tutor is responsible for passing on all relevant holiday information to prospective participants, collecting all individual monies, and making deposit and balance payments to Shorland Old Farm.

4. Cancellations

Deposits and balances, once paid, are non-refundable. If anyone has to cancel for any reason, they will need to refer to their own holiday insurance for reimbursement.

In the unlikely event Shorland Old Farm has to cancel your booking for any reason, all payments already made will be refunded in full.

Sandy is always happy to discuss requirements and answer questions.