



**Conference.Pastoral.Hotel**  
**62 Headingley Lane, Leeds, LS6 2BX**  
**E-mail: [info@hinsley-hall.co.uk](mailto:info@hinsley-hall.co.uk)**  
**Tel: 0113 261 8000**

## **Staying with Us**

### **Terms & Conditions**

For any queries relating to our terms and conditions, please do not hesitate to contact our  
**Reception Desk on 0113 261 8000**  
You can also **book with us online** at **[www.hinsley-hall.co.uk](http://www.hinsley-hall.co.uk)**

### **Booking and Payment**

Booking can be made by telephone, e-mail or online. To confirm a booking we ask for a deposit, which is the cost of the first night's stay. A confirmed booking represents a contract between the Guest and Hinsley Hall Properties Ltd.

The outstanding balance must be paid on arrival. The following methods of payment are accepted:

Cash

Credit/Debit card/Visa & MasterCard

All prices include VAT at the current rate.

To manage your booking, please download the 'HOP Software' app from your app store.

## **Hinsley Hall Cancellation Policy**

Regrettably, like the vast majority of UK accommodation providers, we have to operate a cancellation policy to discourage late cancellations. Our policy is as follows:

**Cancellation requests must first be made via the original booking method.**

Cancellation by the client **24 hours prior to arrival** will be liable for a **full night's room charge**. Cancellation by the client prior to **24 hours but not exceeding 72 hours** may have to pay **50% of the first nights room charge**.

**Hinsley Hall at its sole discretion may remove such charges.**

Cancellation by the client prior to 72 hours to arrival will not be charged any cancellation fee.

Cancellation by Hinsley Hall ; which we very rarely have to do, firstly we would inform you and then we would find you suitable alternative accommodation nearby at no extra cost to you (we would not be liable for any expenses incurred because of this change). If this alternative accommodation was found to be unsuitable, a full refund would be offered.

## **Check-In and Check-Out Times**

Our reception is manned 24hours.

Check-In is from 2PM on the day of arrival.

When you have finalised your travel arrangements, we'd be grateful if you could advise us of your arrival by telephoning **0113 261 8000**.

If you arrive after 9pm, the front door may be locked for security reasons. If you require access, please contact the Duty Manager on **07540 240 374**.

Check-Out is 10AM Monday to Saturday / 11AM Sunday.

To maintain high standards, all rooms are checked when you leave. Guests will be responsible for any items found to be damaged, missing or soiled at the end of their stay.

Luggage storage is available on the day of departure at no additional cost. Hinsley Properties Ltd cannot accept responsibility for the loss or damage of any items.

Reception Telephone Number: 0113 261 8000

Duty Manager Mobile Number: 07540 240 374

## **Group Bookings**

As per the conditions above- Any accidental damage requiring attention will be to account of the lead booker and will be charged at commercial rates.

## **Accessibility**

Hinsley Hall is accessible to disabled guests and wheelchair users.

Parking bays for disabled guests can be found at the front of the hotel and spaces are subject to availability.

Guide dogs and assisted dogs are allowed within the building, no other pets are allowed.

It is essential that you contact us prior to booking to discuss your access needs. For pre-arrival assistance please contact our reception on **0113 261 8000**.

## **General Conditions**

Hinsley Hall operates a No Smoking Policy throughout all public areas along with all bedrooms. This policy enables us not only to meet legal requirements, but also to create a comfortable environment for all guests to enjoy.

The designated smoking area can be found at the front of the building where benches and smoking bins have been provided.

Should we believe that guests have been smoking in bedrooms or any other part of the building, a Smoking Fine of £250 will be charged for deep cleaning and they will also be asked to leave the premises.

## **Directions**

### How to find us By Road

From M1 Junction 43 take the M621: continue on the M621 past the City Centre exit and on to Junction 2, turn right at the Armley Gyratory and follow York sign onto the Inner Ring Road, A58 (M) for 1 mile. Turn first left after the tunnel A660, follow Skipton signs past Leeds University for one and a half miles, turn right at Oakfield, Hinsley Hall is straight ahead.

From M62 leave M62 at junction 27, follow M621 to junction 2, directions as above from M1.  
From York and East follow A64 and continue onto A64 (M) turn off at A660 and follow instructions as above.

From Skipton follow A660 through Headingley, Oakfield and Hinsley Hall will be located on the left one third of a mile past North Lane traffic lights

### Public Transport

Hinsley Hall is approx... 3 miles for Leeds Station by Taxi or Headingley/Cook ridge buses from City Square

### By Air

Leeds & Bradford airport is approx... 6 miles from Hinsley Hall and runs a regular chargeable taxi service

## **Car Parking**

We have a large car park located on site which is free for guests and spaces are subject to availability.

Please contact us to discuss arrangements for larger vehicles such as coaches.

## **Breakfast**

A full English or a continental style breakfast is included in all room rates, and is served each morning in our Dining Room which is located on the ground floor.

7:30am – 9:30am Monday – Friday

7:30am – 10am

7:30am – 10am

## **Refreshments**

Our bar is located on the ground floor and is open between the hours of 5pm and 11pm each night serving a selection of bottled Beers, Wines, Gins, Whiskeys and other spirits as well as a range of bar snacks and soft drinks.

Tea and coffee making facilities are available 24/7 for our guests and can be located within the kitchenettes and our lounge area.

## **Evening Meals**

Evening meals are subject to availability, please enquire in advance.

For more information, please visit our website [www.hinsley-hall.co.uk](http://www.hinsley-hall.co.uk)

**All our prices include VAT at the current rate.**

By reserving a room, you are understood to have accepted these Terms and Conditions. The Management of Hinsley Hall accept no liability for the loss of personal possessions whilst on the premises.

**We hope you enjoy your stay at Hinsley Hall.**