



Unit 1, Dunslow Court, Eastfield, Scarborough.

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Web: www.vanguardcaravanservices.co.uk

Email: enquiries@vanguardcaravanservices.co.uk

Winter Drain Down Request Form 2026/27

The holiday home is not designed to be occupied all year round as there is a danger of frost damage in the cold months. Most insurance companies do not cover frost damage during these months. It is therefore recommended that the holiday home's water system be physically disconnected and prepared for the winter months.

We strongly advise you not to have your holiday home re-connected in early March unless you intend to use it. Owners of holiday homes with central heating need to be aware that the drain down service provided is only for the domestic water system. It does not cover the sealed/pressurised central heating system, which should contain adequate levels of antifreeze (responsibility of levels is that of the holiday homeowner) to protect it through the winter months. It also does not cover washing machines, dishwashers or fridges.

PLEASE NOTE: IN PERIODS OF HIGH DEMAND, DRAIN DOWN MAY TAKE PLACE UP TO 5 DAYS FROM THE DATE PROVIDED. RE-CONNECTION MAY TAKE PLACE UP TO 5 DAYS PRIOR TO DATE GIVEN, SO PLEASE TAKE THIS INTO CONSIDERATION WHEN MAKING YOUR BOOKING.

BOOKING DETAILS

Please complete this section and return it to the above address as soon as possible, either by post or email, to ensure completion of the work by the specified date. Late winter bookings will be assessed and inspected for frost damage prior to the drain down. Please complete all sections of this form.

Name				
Address				
Telephone No.				
Email Address				
Name of Park				
Pitch Location & Number				
Drain down after (date)				
Re-Connect before (date)				
Key available from/ Key number				
Other instructions or additional services required.				
I agree to Vanguard topping up my antifreeze if required. (Will be Invoiced seperatley)	YES		NO	

Official Use Only			
Payment Method		T-Card	
Payments Rec'd S/Sheet		Invoice	
D/D S/Sheet		A/F Top Up Req'd	
Completed By		Date	

WE WILL NOT BE HELD RESPONSIBLE FOR ANY FROST DAMAGE WHICH MAY OCCUR AFTER WE RE-COMMISSION YOUR CARAVAN. WE WILL TURN OFF YOUR STOP TAP AFTER RE-COMMISSIONING – YOU WILL NEED TO TURN IT ON WHEN YOU ARRIVE.

Payment Terms: SORT CODE 05-09-62 ACCOUNT NO 27361203

For all drain downs, please enclose payment payable to Vanguard Caravan Services Ltd.

for £100.00 For all other services, an invoice will be sent to you, **payable on receipt.** **Payment for Drain Down/Reconnection is payable on Booking**

LATE PAYMENT MAY INCUR INTEREST CHARGES