



BESPOKE RESIDENTIAL FORM

Type of accommodation required:

Old Vicarage	Cross Meadow	Orchard Wild Camp	
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Group name.....Dates of visit.....

Time of arrival..... Time of departure.....

Contact name..... Contact numbers.....

Address.....

Type of group (ie family, youth group, education primary etc)

Email address.....Age range.....

Numbers attending:

Schools/youth groups:

Boys	Girls	Male leaders	Female leaders

Family/social/adult groups:

Boys	Girls	Adult Male	Adult Female

How will you travel to Viney Hill?

Car	Number of cars	Mini bus	Number of mini buses	Coach	Train

Catering options:

Fully catered Self-catered

Please complete and return a signed copy of your accommodation booking form within **7 days**. You can return a scanned copy by email or an original by post. A deposit invoice is attached, please make payment when you send us your booking form. Five months before your visit we will send a further invoice for 50% of the final invoice. We will then send a 'confirmation of final details' email 8 weeks before your visit, please be accurate with your numbers at this stage as these are the figures we will base your final invoice on, this invoice is not then able to be amended, unless your numbers increase.

Payment of the final balance due must be made at least one calendar month before the date of your visit.

Deposit:

Old Vicarage	£30 per person
Cross Meadow	£30 per person

Please note that you are entering into a contract when you pay your deposit (which fully secures your booking) and that our terms and conditions apply (see downloads page of our website). Receipt of your deposit constitutes confirmation of your booking. We reserve the right to cancel your booking if the deposit payment or final balance is not received when due.

I have read the Centre's terms and conditions and agree to abide by them.

Signed.....Date.....