



## Booking Form

1. Contact Details:			
Group Name:			
Contact Name:			
Address:		Postcode:	
Tel:		Mobile:	
Email:			
District		County:	

2. Date:			
Date of arrival		Time of arrival:	
Date of departure		Time of departure:	

3. Accommodation:			
Area required:	½ day/s (4hrs)	Days 9am -5pm	24hrs (overnight)
Main Hall ( <i>excludes kitchen</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barnes Hall ( <i>excludes kitchen</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lions Hall ( <i>excludes kitchen</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
'Winser Castle' (caravan)	n/a	n/a	<input type="checkbox"/>
Fitted Field kitchen (Starsky/Hutch)	n/a	n/a	<input type="checkbox"/>
Marquee (20ft module)	n/a	n/a	<input type="checkbox"/>
			No. of sections ...

4. Camping: (indoor/outdoor)			
Number attending (approx)	Overnight [.....]	Day (8am-8pm (or part)) [.....]	Evening (6pm – 9pm) [.....]

5. Activities:				
Activity	Date	Time	With Instructor	Own Instructor & Own equipment
Archery ( <i>1hr session –max 12 participants</i> )			<input type="checkbox"/>	<input type="checkbox"/>
Climbing Tower ( <i>1hr session –max 12 participants</i> )			<input type="checkbox"/>	<input type="checkbox"/>
Shooting ( <i>1hr session –max 9 participants</i> )			<input type="checkbox"/>	<input type="checkbox"/>
Bouncy Castle ( <i>per hour</i> )			n/a	<input type="checkbox"/> own supervision
Pedal Karts ( <i>4hr session</i> )			n/a	<input type="checkbox"/> own supervision
Pioneering			n/a	<input type="checkbox"/> own supervision
Campfire circle			n/a	<input type="checkbox"/> own supervision

6. Additional requests:

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## Booking Terms & Conditions

### a. Deposit *(see payment details below)*

- To confirm booking of indoor accommodation a deposit of £50 per night is due, capped at the expected cost.
- To confirm booking of a camping pitch, a deposit of £10.00 is due
- Significant use of site (multiple pitches), a deposit of £100.00 is due

### b. Payment – *(see price list for full details of accommodation and activity prices)*

Full payment of invoice for accommodation and activities due at the end of the event

- Bank Transfer:

- Account Name: Gravesham District Scout Council
- Account Number: 65638514
- Sort code: 08-92-99

- Cheques *(Made payable to: Gravesham District Scout Council)*

[Note: Please post cheques with booking application to: Booking Manger, 42 Brookside Road, Istead Rise, Kent. DA13 9JJ]

### c. Discounts

- 25% discount for Scout Association and Guide Association members
- Additional Discount for members of Gravesham District Scout (& Guide) Association

### d. Cancellation Policy \*Please provide notice of Cancellation by email: [bookings@hopehill.org.uk](mailto:bookings@hopehill.org.uk)

- Greater than one month notice of cancellation\* - Deposit fully refunded
- Less than one month notice of cancellation\* – Non-refundable deposit

### e. Camping and/or overnight stay – Nights Away permit (Scouts/Guides)

- All camp leaders **MUST** attach a copy of their Scout or Guide (Nights Away) Permit or other Operating Authority authorisation &/or qualification to this booking application.

### f. Activities own instructor & own equipment

If you are providing your own instructor & equipment for: Archery; Climbing Tower; Shooting, a copy of their relevant authorisation / qualification **MUST** be attached to this booking application.

- For Scouts / Guides - Adventurous Activity permit.
- For other organisations (Non-Scouts) National Governing Body certificate
- For Shooting activity, individual Parental Participation Agreement forms for Air Rifles will be completed. (download available from [www.graveshamscouts.org.uk/shooting](http://www.graveshamscouts.org.uk/shooting))

### g. Risk Assessment

- Where necessary, Risk Assessments have been completed before our visit

### h. Declaration: “ I have read and agree to comply with the terms and conditions of booking”

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*For booking by an individual, group, or organisation (if under 18years - parent to sign)*

Name: \_\_\_\_\_ On behalf of: \_\_\_\_\_

*Please print*

*Organisation or Group*

Please return completed booking application to the Booking Manager [bookings@hopehill.org.uk](mailto:bookings@hopehill.org.uk)

or post to Booking Manger, 42 Brookside Road, Istead Rise, Kent DA13 9JJ