

BOOKING FORM

*Prior to completing this form, it is essential that you telephone the Manor to check the availability of the date(s) you require. Tel. No. 01295 760205*

SCHOOL:.....

ADDRESS:.....

.....

POSTCODE:..... TEL NO:.....

Dates(s) of Visit(s):..... Year Group(s):.....

No. of Children:..... Boys =..... Girls =..... No. of Adults:.....

Price per child £5.50 [One adult free with every ten children]

Do you require costumes at £2.50 per child? YES / NO

Will your children be shopping? YES / NO

Do you require a Teacher's Pack (with Risk Assessment Sheet)? YES / NO

***The School agrees to the Booking Terms as stated, including the cancellation charge and Deposit. The Teacher in charge will bring a cheque to pay on the day for the balance, made payable to Sulgrave Manor Board.***

Name of the Teacher in Charge on the day:.....

Signed:.....

Countersigned in confirmation on behalf of Sulgrave Manor by Conrad Woolley

Signature:..... Date:.....

(Office use): On arrival your location will be the Courtyard Hall/Brew House

***Please return this form to:***

Education Department, Sulgrave Manor, Sulgrave, Banbury, Oxon, OX17 2SD

Fax: 01295 768056