

MARRICK PRIORY - DAY BOOKING

Conditions of Booking

This form should be completed and returned only after agreeing a provisional booking with Marrick Priory via telephone or email.

- Dates can be reserved by phone and without obligation for three weeks, after which time, this form, together with a deposit, is required to confirm the arrangements.
- In the event of cancellations, please inform the centre as soon as possible.
- Advance bookings are accepted on the understanding that changes may be made in the fees – normally at least two months notice will be given.
- A non-returnable booking fee of £20 per day is payable with this application. The balance of fees is to be paid before departure. Cheques payable to '**Marrick Priory**'.
- We require all groups to have their own personal travel and accident insurance, which covers group members if they injure themselves or others, lose possessions, cancel etc. Many groups have their own policy and a copy of the certificates must be forwarded to the Priory at least 2 weeks before your visit. **This is entirely separate from Marrick Priory's Public Liability Insurance.**

DETACH AND KEEP UPPER SECTION FOR REFERENCE

MARRICK PRIORY - DAY BOOKING

NAME OF ORGANISATION/GROUP

NAME OF CONTACT..... TEL NO:

MOBILE NO:..... FAX NO:..... E MAIL.....

ADDRESS.....

DATE OF BOOKING: Day of week: Date:

ESTIMATED TIME OF ARRIVAL:

AVERAGE AGE: APPROX NO'S:

PURPOSE OF VISIT:

I understand the 'Conditions of Booking' and accept responsibility for the group using the Priory.

I enclose a Booking Fee of £20.

Own Insurance (tick if yes)

SIGNATURE.....

DATE.....

Please complete this form and return to: **Marrick Priory, Richmond, N Yorks, DL11 7LD.**