



Blenheim Scouts

Facility/Equipment/Activity Booking Form



CHEDDAR GROVE SITE ONLY

Please complete in Block capitals.

Name Of Individual Responsible For Booking: (Dr, Mr, Mrs, Miss, Ms)

Club / Organisation / Individual:

Contact Address:

.....

Postcode:

Tel: Day Evening Mobile

Alternative Contact Name:

Tel: Day Evening Mobile

State which sport / event: No. Of Participants / Attendees:.....

Facility/equipment to be booked:

Grass Pitch MUGA Archery Range Mountain Bike Track Minibus Canoe(s)

Mountain Bike(s) Trailer

Activities to be hired with an instructor:

Archery Mountain Biking Climbing Canoeing Orienteering Team Building

Please Note

- **CORRECT FOOTWEAR MUST BE WORN ON THE MUGA AT ALL TIMES.**
- **THE ARCHERY RANGE MAY ONLY BE USED WITH A FULLY QUALIFIED INSTRUCTOR. IF YOU DO NOT HAVE YOUR OWN, YOU MUST BOOK WITH ONE OF OUR INSTRUCTORS**

Date(s) of booking:

.....

.....

Time:

Young people under 16 years must be accompanied by an adult at all times.
All users must comply with all the attached rules and regulations at all times.

Other details you may wish to bring to our attention in connection with this booking:-

.....

.....

INSURANCE DETAILS

PLEASE NOTE: It is advisable to take out your own insurance in respect of loss or damage to yourself and / or to other persons or property, whether members of your Club /team/organisation or not. Please give name and address of Insurers below.

Name of Insurer:

Address of Insurer:

.....

SIGNATURE OF HIRER (OR OTHER PERSON DULY AUTHORISED BY THE ORGANISATION IF GROUP OR CLUB BOOKING)

SIGNED:

PRINT NAME:

POSITION IN ORGANISATION:

DATE:

METHOD OF PAYMENT

Casual bookings must be paid in full SEVEN DAYS IN ADVANCE. Regular bookings will be invoiced monthly in advance and must be paid in full WITHIN 14DAYS OF THE INVOICE DATE. Payments may be made by cheque or cash only. Cheques should be made payable to "Blenheim Scouts" for all bookings. Payment should be returned to 102 Brooklyn Road, Bedminster Down, Bristol. BS13 7JZ

The total amount payable is £

Price per session / hour / item £ Category of User: Junior / Adult / Scouts / School / Other

Date of application:

N.B : FAILURE TO MAKE A PAYMENT ON TIME MAY RESULT IN LOSS OF THIS AND FUTURE BOOKINGS.

CANCELLATIONS POLICY FOR ONE OFF BOOKINGS ONLY

In the event or likely hood of a cancellation or amendment please be aware of the following cancellation charges.
For block bookings the cancellation period only applies before the first date.

Ten clear days advance notice is given	Full Refund
Between Ten and Five days advance notice is given	50 % of hire fee
Less than Five days notice	No Refund

In the event of cancellation it is your responsibility to notify Blenheim Scouts
Tel: Office 0117 9645555 or Allan Burnett 0771 000 7148

For all grass bookings please contact Allan Burnett on the day of the booking to check the condition of the facility. In the event of the postponing the booking due to the state of the facility, the site management committee decision is final.

PLAYING SURFACES AND EQUIPMENT MUST BE INSPECTED PRIOR TO USE BY A TEAM REPRESENTATIVE AND OR OFFICIAL TO DEMONSTRATE THAT THE PITCH IS FIT FOR PLAY.

Thank You for Your Co-operation, Please Retain a Copy of This Form for Your Records

Please Return This Form, Along With Payment To
Karen Radnedge
Blenheim Scout Group Administrator
102 Brooklyn Road
Bedminster Down
Bristol
BS13 7JZ