**Group Visit Booking Form**

Please complete and return to confirm details of your visit.

Please note that groups of 12 or more qualify for group admission rates.

1. **Contact Details**

|  |  |  |
| --- | --- | --- |
| Your Name/Group Organiser: | | Name of Group: |
| Address (including Postcode): | | |
| Telephone (office): | Telephone (mob): | |
| Email: | | |

1. **Visit Details**

|  |  |  |
| --- | --- | --- |
| Date of visit: | | Number of Adults £6.88 (17-64): |
| Arrival time: | Departure time: | Number of Children £3.94 (4-16): |
| Arriving by coach: Yes/No | | Number of Concessions £5.87 (65+, disabled, full-time students, unemployed): |
| Payment in advance or on day? | | Number of free WWT members: |
| Total number of people in group? | | Number of free carers: |
| Accessibility requirements? | | |
| Will the group organiser be present on day of visit?  Yes □ No □ | | |
| **Pre –Visit (FREE)**  Pre-Visit required? Yes □ No □ | | Date/time of Pre-Visit: |

1. **Additional Activities *(pre-booking required)***

Please check the website to see what activities are available on the day of your planned visit or have a look at the ‘what’s on’ board at admissions.

|  |  |  |
| --- | --- | --- |
| Would you like a short talk/guided walk? | Yes | No |

1. **Catering**

|  |  |  |
| --- | --- | --- |
| Will you be using the Coffee Shop? | Yes | No |

1. **Where did you hear about WWT Caerlaverock Wetland Centre?**

**………………………………………………………………………………………………………**

**NOTES:** Any details that are not covered in any other area of the form

**I agree that the above details are correct and I will inform the Bookings Dept of any**

**changes:**

|  |  |
| --- | --- |
| **Signature:** | **Date:** |

**Terms & Conditions**

*To benefit from our great group rates (for 12 or more visitors), please pay the total group admission price (plus any additional options such as catering packages) in* ***one single transaction*** *on arrival at the centre or prior to your visit.*

Payment Methods: Cheque made payable to WWT Caerlaverock, cash, credit/debit card

The minimum required cancellation period is 72 hours.

**Please return to:**

Bookings Department, WWT Caerlaverock Wetland Centre, Eastpark Farm, Caerlaverock, Dumfriesshire, DG1 4RS and [groups.caerlaverock@wwt.org.uk](mailto:groups.caerlaverock@wwt.org.uk) . If you have any queries please call the office on 01387 770200

Remember the following benefits are available for groups of 12 or more people:

* discounted admission *(listed in booking form)*
* FREE familiarisation trip and on-the-day entry for the group organiser
* FREE coach parking
* FREE entry and refreshments for the driver
* group catering packages *(listed in booking form)*

Keeping in touch

|  |
| --- |
| We would like to keep you up to date about what’s happening at our centres, our conservation work and ways you can support us. We are committed to keeping your personal information secure and we will never share it with other organisations for marketing purposes. |
|  |
| Please tick the relevant boxes below if you are happy to hear from us by: |
| E-mail YES [ ] NO [ ] |
| Telephone YES [ ] NO [ ] |
| SMS YES [ ] NO [ ] |
| If you already receive communications from us, the box you tick on this form will update any contact preferences you have already given us. |
| [You can change your contact preferences at any time by contacting our Supporter Services team on 01453 891198 or supporter@wwt.org.uk](mailto:supporter@wwt.org.uk) |