**Group Visit Booking Form**

Please complete and return to confirm details of your visit.

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

1. **Contact details**

|  |  |
| --- | --- |
| Your name/Group organiser: | Name of group: |
| Address (including postcode): |
| Telephone (office):  | Telephone (mob): |
| Email: |

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

1. **Visit details**

|  |  |
| --- | --- |
| Date of visit: | Number of adults (17-64):  |
| Arrival time:  | Departure time:  | Number of children (4-16):  |
| Arriving by coach: Yes/No | Number of concessions (65+, disabled, full-time students, unemployed): |
| How will you be paying for the visit? Cash/card | 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)**The group organiser is entitled to a free visit in advance of the group visit to familiarise themselves with our site. | Date/time of pre-visit: |

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

**Guided tour (all year)**

*Our one-hour guided tour can be tailored to your group’s needs for an extra special visit to Washington Wetland Centre.*

|  |  |
| --- | --- |
| * £30 per group
* Maximum tour group 30 people

We would like to book a guided tour for our group:Yes 🞏 No 🞏 | Requested time:Number of people? |

Otter and flamingo commentated feeds take place daily at 11.30am/2.30pm and 11.45am/2.45pm respectively. These are included in admission and there is no need to pre book. There may also be other events on the day of your visit. Please check the website to see what’s available on the day of your planned visit.

1. **Catering**

|  |  |  |
| --- | --- | --- |
| Will you be using the Waterside Cafe overlooking the stream channel?  | Yes | No |
| Would you like to pre-book any catering? | Yes | No |

Please complete which catering option you would like to order for your group.

|  |  |  |  |
| --- | --- | --- | --- |
|  | No of people | Time | Special dietary requirement |
| Option A: teas/coffees only (£2.10 per head – special coffees £2.50) |  |  |  |
| Option B: seasonal soup, sandwich and tea/coffee (£8.95 per head) |  |  |  |

Please contact 0191 4165454 (option 4) to discuss your catering needs or specific dietary requirements.

1. **Where did you hear about WWT Washington?**

……………………………………………………………………………………………………..………………

**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 paying 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 by either cash or credit/debit card.*

*Whilst a visit may be cancelled up to 24 hours before your expected arrival with no charge, lunch bookings must be paid for if cancelled less than 48 hours before expected arrival.*

**Please return to:** groups.washington@wwt.org.uk

If you have any queries please call Joanne Newbury on 0191 419 5933.

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

* discounted admission *(see* [*www.wwt.org.uk//washington/group-visits/*](http://www.wwt.org.uk//washington/group-visits/) *for current prices)*
* FREE pre-visit and on-the-day entry for the group organiser
* FREE coach/car parking
* FREE entry for coach driver
* We have a small number of mobility scooters available for free loan (not valid in wet weather and pre-booking is essential)
* Group catering packages *(listed in booking form)*
* Pre-bookable group tour