

Educational Visits Booking Form 2023:

Preferred dates: 1. _____ 2. _____ 3. _____

School name _____

Contact name _____

Number of children _____ School year group _____

Time of arrival **10.00am** _____ Departure time **2.00pm** _____

School address _____

Postcode _____

Lead Teacher Email _____ Telephone _____

Invoicing Email _____

How many accompanying adults? _____

Free admission for 1 adult with every 10 children.

Maximum of 2 x1:1 support staff free

Additional adults £10 per person (incl. VAT)

Please tick the course you would like to do, and return with your choice of modules.

Knights and Ladies/Kings and Queens

Pirates

The Great Fire of London

Tudors

Guy Fawkes

Victorians

Nursey Rhymes/ Fairy Tales

Dinosaurs

St George and the Dragon

Castles

Beauty and The Beast

Colours

Puppets

Space

To support your 1:1 free staff places, please let us know any special needs your group may have _____

If you would you like the children to visit our Gift Shop please tick

Please telephone the office 01206 330784 to book a date for a pre trip visit _____

Terms and Conditions

- Cost per child £10.00 plus VAT (£12.00) - minimum charges apply.
- Minimum charge £300 plus VAT (£360)

To secure your booking, please complete and return this form with a non refundable deposit of £50 payable by BACS or credit/debit card. Please request an invoice for details. If only payment method is by cheque, please make payable to: The Marney Partnership. Bank declined cheques incur a fee.

For the balance, we will send you an invoice based on the details you provide on your completed booking form. Payment of this invoice is due 14 days before the visit. The staffing level that we provide will be based on the numbers detailed in your invoice.

If your numbers increase on the day, we will provide an additional invoice to reflect this increase.

We do not give refunds where the numbers of children is less than the number shown on your booking form, as we arrange the staffing for your visit according to the numbers shown on your booking form.

Layer Marney Tower

Nr. Colchester, Essex CO5 9US

Telephone 01206 330784, Fax 01206 330884

Email: admin@layermarneytower.co.uk www.layermarneytower.co.uk

VAT Registered Number 549 918096
The Marney Partnership