

# GROUP BOOKING FORM



Contact Person (Parent /Guardian/Youth Leader)			
Name	Male / Female	Date of Birth <small>(Required for booking)</small>	Deposit £25.00
Address	Age Category A B C D E F G H I (circle) <small>See below for age categories</small>		+
	Do you require our cancellation insurance? <input type="checkbox"/> Yes <small>(£1 per person per night)</small> <input type="checkbox"/> No		Cancellation Insurance of £
Postcode	Tel		=
Email	Special Needs/Diet		Total Deposit £
Please book us in for <input type="text" value="Holiday"/>		Dates <input type="text"/>	

Name of additional family/group member	Male / Female	Date of Birth <small>(Required for booking)</small>	Deposit £25.00
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I am paying by International Bank Transfer (IBAN no. GB97NWBK 01016094905924, BIC no. NWBK GB2L)
  Please debit the deposit and cancellation insurance from my DEBIT card
  Please debit the deposit and cancellation insurance from my CREDIT card (NB. the use of credit cards will incur a 2% bank charge)
  I give permission for the FULL AMOUNT to be debited from my card SIX WEEKS before the start of the holiday

TOTAL deposit, inc. cancellation insurance £

Card Number

Start Date  /  Expiry Date  /  Security Code    (last 3 digits on signature strip) Issue  (Maestro/Switch)

AGE CATEGORIES	
A : under 1 yr	F : 20-29 yrs
B : 1-3 yrs	G : 30-39 yrs
C : 4-7 yrs	H : 40-59 yrs
D : 8-12 yrs	I : 60+ yrs
E : 13-19 yrs	

Some two or three bedded rooms are available - book early! - (Cost £10 per person per weekend or £15 per person per week) Tick if preferred

Some two bedded ensuite rooms are available - book early! - (Cost £15 per person per weekend or £30 per person per week) Tick if preferred

Have you been on a Capernwray Holiday before? Yes  No  I require a cot  I require a high chair

I have read, understood and agree to the terms and conditions of the booking information. I agree to attend the meetings.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(PLEASE DUPLICATE MORE COPIES OF THIS FORM AS NECESSARY)



Group Leader

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## YOU'VE CHOSEN YOUR HOLIDAY – WHAT HAPPENS NOW?

1. Tear out the Booking form and fill in the name of the holiday and dates.  
*For CONNECT and International Youth Week guests we will send a Parental Consent form with your booking confirmation - or you can download one from our website and send it now.*
2. Include details of all members' names, addresses, date of birth and any special needs they may have.  
*(e.g. medically approved dietary or disabled access accommodation requirements)*
3. Decide if you would like to take out our cancellation insurance and tick the relevant boxes.  
*Capernwray offers a cancellation cover for the benefit of our guests, which costs £1 per person per night. This is to prevent you having to pay more than the non-refundable deposit in the event that you have to cancel (not curtail) your booking, due to circumstances beyond your control. Guests who wish to opt out of this highly recommended cover should be aware of the penalties in the event of having to cancel a booking as outlined in paragraph 6 of the terms and conditions on page 38. We consider, therefore, that £1 per person per night is excellent value for your peace of mind should you have to cancel your booking.*
4. Include one of the following forms of payment:
  - cheques made payable to **C.M.F.O.T.**
  - credit or debit card details can be included on the booking form (please note that credit cards incur a 2% bank charge)
  - a bank transfer can be made to: **IBAN no. GB97NWBK 01016094905924, BIC no. NWBK GB2L**
5. Let us know if you require a smaller room (please note that we have limited availability so book quickly if required).
  - some smaller rooms, for 2 or 3 persons are available at an extra cost of £15 per person, per week or £10 per person per weekend.
  - we also have some 2 bedded, en-suite rooms available at an extra cost of £30 per person, per week or £15 per person, per weekend.  
*(please note that a small number of these rooms are on the ground floor and are designed and prioritised for guests with disabilities, including adapted doors and space for wheelchair users, with specially designed showers and bathroom suites.)*
6. Once both sides of the booking form are completed, sign and date it and send to:  
**Capernwray Holidays, Capernwray Hall, Carnforth, Lancashire, England, LA6 1AG**
7. We will confirm your booking by post and ask you for your arrival details.
8. Reply and tell us your arrival details particularly if you need to be collected from Carnforth or if you will not arrive in time for your first evening meal (6.00pm for Summer Family Weeks, 7.00pm for Men's Weekend and generally 6.30pm for all other weeks).
9. Wait for your Holiday to start!

## WHAT TO BRING...

Toiletries (basics available in our 'Beehive' shop)  
 Swimming Towel and swimming gear to enjoy pool and sauna (sorry, sauna not available during Connect or International Youth Weeks)  
 Sports shoes and walking shoes for the sports hall, climbing wall, daytrips, walks and games  
 Bible & notebook (available in our bookshop if you forget!) – the teaching each holiday is great! You'll find it relevant and life changing!  
 Non-biological washing powder for our laundry  
 Spending money for day trips, outings or on-site snacks, books, postcards and t-shirts

## DON'T PACK EVERYTHING!

We will provide a hand towel and bath towel for each person during your holiday.  
 All bedding (sheets / quilt / pillows & pillowcases) is provided.  
 All bedrooms have their own sinks with showers and toilets close to each bedroom.  
 A laundry is available with coin operated washing machines & tumble driers as well as irons.  
 (Please only use non-biological powder)  
 All meals are included in your holiday, usually from the evening meal on your arrival day to breakfast on your departure day. Packed lunches are available on request. Our coffeeshop, "The Beehive" is available for you to buy snacks and drinks between meals.

## KEEPING IN TOUCH WITH FRIENDS AND FAMILY

Despite our rural setting we have fairly good mobile phone coverage as well as a number of payphones for your convenience. Our bookshop sells phone cards (offering great international rates) as well as postcards and stamps. Fax machine available if required. Limited email access and wireless network may be available during your stay.

## GROUP INFORMATION

Our staff are experienced in working with youth groups both here at Capernwray and in churches. We know that getting a group away to something bigger than their normal weekly activity provides a great event for the group members to experience together. Memories last and comments like, "Remember at Capernwray..." or "The speaker said..." are ones we want you to hear for months. We believe young people can handle biblical truth in ways that can perhaps be underestimated by older generations – so we aim for no condescension in the teaching and yet make no assumptions of foundational Christian beliefs. We want people to know what the Bible offers.

Get in touch and we can send out more brochures and a promotional DVD to help you introduce the holidays to folks. We can assist in the planning required in organising a group trip and are happy to discuss your particular group's needs as well as possible group discounts. Many leaders who bring groups appreciate that we organise the programme with as much or as little input from them as they choose.

We will generally only correspond with group leaders – those who book holidays on behalf of others, this is in an attempt to avoid miscommunication. Group leaders are responsible for collecting payment from group members and forwarding that payment to Capernwray Holidays before the required due date. See 'Booking Conditions' for more information of that time schedule. Please contact us for more information if required. A Group Booking Form can be downloaded from our website.

## PARENTS' INFORMATION

Considering sending under 18 year olds? Please contact us if you have any questions before booking. Once you have sent us your child's booking form and deposit we will send you a Parental Consent Form or you can download one now from our website and send it in with your booking. We require that this is completed and returned to us at least two weeks before the beginning of the holiday. This is to allow us to fully prepare for your child's arrival, based on their particular needs.