

Booking Form

PLEASE COMPLETE ALL SECTIONS OF THE BOOKING FORM IN BLOCK CAPITALS INCLUDING THE MEDICAL & RISK

DECLARATION ON THE BACK. **If booking for a group then all participants must fill in a copy of the declaration – these can be returned nearer the time**

Direction and kit list will be sent; along with confirmation of booking, on receipt of this form (except for activities from the activity calendar where this information is already provided) We recommend you keep a copy for your records. Please also see conditions of booking below



CONTACT DETAILS

Full Name			
Name of group (if applicable)		Ages (if under 18)	
Address			
	Postcode		
Tel		Mobile	
Fax		Home Tel	
Email			

Where did you hear about Mendip Outdoor Pursuits?

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DETAILS OF ACTIVITIES (please use the back of this form if you need more space)

Activity	Location	Date			Time			No in group	Price
		DD	MM	YYYY	START	-	FINISH		
		DD	MM	YYYY	START	-	FINISH		
		DD	MM	YYYY	START	-	FINISH		

PAYMENT

I enclose a	Deposit	Full Payment	of (please delete accordingly)	£		If you would like us to invoice please make this clear and include any order numbers.
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Please return this form together with a deposit of 20%, of the total cost, or full payment. Cheques made payable to: **MENDIP OUTDOOR PURSUITS**, The Warehouse, Silver Street, Congresbury, Bristol BS49 5EY

I have read and understand the conditions of booking and agree to pay the outstanding balance in accordance with those conditions. I understand that no refund can be given if a participant is asked to leave a course due to behaviour or lack of correct clothing

Signed		Date	DD	MM	YYYY	
		Name				

Any other information: let us know approximate sizes so we can ensure safety equipment fits. How many in your group are **male / female**. If we are catering, are there any special dietary requirements? Or if there is anything else that you would like to tell us or ask

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CONDITIONS OF BOOKING

- Provisional bookings do not hold firm until this booking form has been completed and returned and payment made.
- Outstanding balances must be paid at least 28 days before the course starts (42 days if residential)
- In case of cancellation the following applies: more than 42 days before course starts, loss of 20% deposit (66 days if residential). Between 42 and 28 days before course starts, loss of 50% of payment fee. (Between 66 and 42 days if residential). Less than 28 days before course starts, loss of full payment (42 days if residential) N.B.: the term course shall be taken to mean any session or event arranged by Mendip Outdoor Pursuits.
- Mendip Outdoor Pursuits is a professional organisation, but participants should be aware that they are engaging in activities where there are risks. Risk assessments and instructor training are continually reviewed to minimise the risks.
- Any participant in water-based activities should be able to swim at least 50 meters.
- Mendip Outdoor Pursuits reserves the right to cancel or alter any course where this becomes necessary due to circumstances beyond our control. In the event of cancellation, an alternative course / session will be offered. We will endeavour to give a least one week's notice, but this may not always be possible.
- Instructors reserve the right to remove participants from activities where their behaviour is unacceptable. Group leaders are responsible for maintaining control whilst groups are at our venues.
- Correct clothing and footwear must be worn as per the kit list. Instructors reserve the right to remove participants from the group if they do not have the correct kit. This is for your safety and comfort
- Any medical conditions or disability must be stated on the Medical Form. If you are not sure about your fitness to take part then your doctor's advice should be taken. We must also be made aware of any medication being taken. If a child needs to take prescribed drugs during a course / session, we must receive a written request. We will not prevent anyone from taking part in an activity unless it endangers themselves or others.
- We need some indication of size when providing equipment. Any special needs in respect of size should be stated above.
- Please give ages of children under 18 years. We cannot accept unaccompanied children under the age of 8 years.
- When food is being provided by us, please indicate any special dietary needs.
- Where individual children are taking part in full days, we shall supervise them during lunch, but please send a packed lunch.
- If children are not picked up from sessions on time, they will not be left unattended; however, if the instructor has to travel to another activity a child may be taken with him / her, our office will be notified.
- We may take photos of sessions for use on promotional material, please write on form if you are not happy for us to do this.
- MENDIP OUTDOOR PURSUITS has public and products liability insurance of £5 million, as well as employer's liability of £10 million. Personal belongings are participant's own responsibility. We do not accept responsibility for loss of additional expenses due to sickness, weather, strikes or any other causes. Personal accident insurance is not included. The information disclosed above is treated as strictly confidential.
- Your signature on the booking form constitutes acceptance of all the conditions above.