***DARSHAM COUNTRY CENTRE***

***Reg Charity no. 104772***

***Correspondence to: Annette Day, the Centre Manager, 9 Oakwood Park, Yoxford, Saxmundham, Suffolk. IP17 3JU***

Email: [darsham@woodcraft.org.uk](mailto:darsham@woodcraft.org.uk) tel: 07941640796

***BOOKING FORM***

Dates required : From.................................................... To.....................................................

Number of Nights: …....................Arrival time **after 2pm..........................**Departure time: **by 2pm.........................**

Contact name and address:..........................................................................................................................................

…...........................................................................................................................................Post Code:.......................

Tel: (Day).........................................(Evening)..........................................Email...........................................................

Type of group: **Woodcraft Folk : Voluntary: Charity: Statutory: Social Services: Private: Other**

Group size (Max 24 beds + Overflow camping up to 15 people) Total....................

Adults....................... Children............................. Age range...............................

Please read the attached Essential Information and Centre Guidelines then sign the declaration below:

I enclose **£100 deposit** by cheque or bank transfer to: Co op Bank sort code no. 08 92 99: Account no. 65165265

(As the reference please quote the first day of your stay : dd/mm/yy)

I understand the balance of the total sum payable is due **one calendar month in advance of our stay.** I have read

And understand the **CANCELLATION POLICY AND CENTRE GUIDELINES** and agree to abide by them.

Signed.............................................................Position in Group...............................................................................

***How did you hear about us? Darsham Website: WCF: Group Accomodation: Other***

In line with our **Safe guarding policy** we require that all non private groups staying with children or vulnerable adults

should provide a copy of their Safe Guarding Arrangements and the named responsible adult should sign below:

Name...........................................................................Position in group ..................................................................

Contact details: ...........................................................Membership no (Woodcraft Folk only)................................

Signed...........................................................................