

Children's Birthday Party Booking 2017

Thanks for coming to us for your party. This form is designed to help our team do the best job we can. **Make sure you've checked the date with us before sending the form back.** Give us a call ASAP if you have any questions.

Your booking is confirmed when we've received this form with your deposit.

Organisers Details	
Parent/Carer Name:	Childs name and Birthday age
Total number of party guests, numbers of boys and girls, and their age ranges.	
Address:	Phone including a mobile:
e-mail:	

Party Details	
Included in the standard price of £155:	
- hot or cold drinks for 12 children and up to 6 adults who stay to help.	
- activities as agreed	
- invitations for you to email out with location details and 'what to wear'	
Date:	
Time: 10-12.30 OR 2.30-5pm	
Food (for adults and children): Campfire sausages, rolls, crisps, biscuits and seasonal fruit for extra £50	
Cake: please let us know if you're bringing one!	
Activities we've agreed	

Payment
Deposit (non-refundable) of £55 with this form
Cheques made to Neroche Woodlanders Ltd or BACs payment (with your surname as the reference) to:
A/c name: Neroche Woodlanders Ltd Bank: Cooperative Bank Sort Code: 08-92-99 Account No: 65631155
Final payment due at the party, by cheque or cash, or pay by BACs the week before.

Stay in touch..
Post or email this form back, with payment, to: Neroche Woodlanders, 10 Sunnyside, Awliscombe, Honiton, Devon Ex14 3NX
Contact Jenny on 07541 080397 or Gavin on 07760 665378 jenny@nerochewoodlanders.org or gavin@nerochewoodlanders.org

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Terms and Conditions

Definitions

- NWL shall mean Neroche Woodlanders Ltd whose registered address is 10 Sunnyside, Awliscombe, Honiton EX14 3NX (Industrial Provident Society, Register no. 31925R);
- Staff / Volunteers / Leaders shall mean: persons that hold relevant qualifications, are experienced and have current DBS (Disclosure and Barring Check). Further details can be provided on request;
- Person shall mean children, young people or adults attending a session or course;
- Organisers shall mean the parent, guardian, responsible adult or person otherwise in loco-parentis of the person attending the party
- Party shall mean the times and date(s) booked on the booking form.

Payment

- Total minimum cost is £155. Extras as agreed. A non-refundable deposit of £55 to be paid at least 2 weeks before the party, to secure the booking, and the balance to be paid on the day of the party.

Insurance and Damage

- NWL has public liability and employers liability insurance to cover our activities. Details can be seen on request. These do not cover theft, loss or breakage of personal items.
- It is the responsibility of all Persons and Organisers to look after their own bags and effects. Please do not bring valuable electrical gadgets, which may be damaged by rain, mud or impact.

Parking

- Parking is provided in the carpark at the Young Wood base. **No vehicles** should be brought to camp area unless this has been agreed with Staff.

Health

- Please notify NWL **at the time of booking** if there are **any person (child or adult)** who has any dietary, or medical condition, allergy or disability that may affect his or her involvement, so that necessary arrangements can be made to accommodate the condition.
- **Please complete the medical / consent forms for each child/ person** attending and bring these with you. You will be able to download these from the website or we will email them to you.
- Whilst NWL will make their best efforts to accommodate every person, we cannot guarantee that these requirements will be met.
- Where an Organiser is acting in loco-parentis, that Organiser is responsible for the welfare of the Persons in the group.

Cancellation or Alteration

- Activities are dependent on weather conditions. NWL reserves the right to cancel, postpone or alter session activities at short notice in the event of unfavourable weather conditions. These shall include but not be limited to: high winds, heavy rain, electrical storms and snow as forecast. The Organisers and Persons involved will be contacted as soon as practicable to inform them of such changes or cancellations. If NWL cancels or postpones a session due to weather, a replacement date will be sought.
- If the Organiser cancels a Party after paying a deposit **the deposit will be forfeit**. If the Organiser wishes to make another date we will try and accommodate that, and we will take a minimum of £30 from the deposit for administration costs.

Conduct of People

- All Persons and Organisers are asked to have respect for the place and for the Staff who work with them.
- NWL reserve the right to terminate a Persons activity should staff assess they be causing damage, or likely to cause damage, to themselves, to others or to the environment or equipment.
- Persons and Organisers must be prepared for the outdoor environment by wearing old clothes, trainers, boots, waterproofs, sun hat etc. **We will provide a 'what to wear' guide.**
- The Young Wood base is generally a dog-free zone, so no dogs should be brought unless express permission has been given by NWL Staff.