Biblins Youth Campsite Booking Form 2011

www.forestry.gov.uk/biblins

Before completing this form please refer to the conditions of use set out overleaf

Name of Group	
Name of Leader	
Name of Contact (if different from above)	
Address of contact	
Postcode	
Daytime Tel.	
Evening Tel.	
Email	
Date of arrival	
Time of arrival	
Date of Departure	
Time of departure	
Number in party	
Number of canoes	
Field preferred (see map on website)	**2nd choice** (Please note site allocation depends on site conditions and disabled users needs.)
Total Camp fees (see over for details)	no of nights x £3.50 per child/youth per night no of nights x £6.00 per adult (includes launching) part day use x £1.50 per person (if applicable) day visitor x £3.50 per person (includes launching) **£**
	car parking x £2.00 per car per stay **£**
Total canoe fees	@ £1.50 per boat per week (see adult & Day rate) **£**
Firewood	@ £10 per fire, per day or £40 per wk **£**
Total Fees Due	**£**
Booking fee/camp fees enclosed (min 50%)	**£** **Cheques to be made payable to Forestry Commission**
Disabled visitors requiring use of the disabled shower and toilet?	**Number** **Yes / No**
Do you require coach access? (minibuses use normal route)	**Yes / No**
Please sign to acknowledge that you have read the safety information and conditions of use.	**Signature**

PLEASE COMPLETE ATTACHED GROUP INFO SURVEY AND RETURN WITH BOOKING

FOR CONFIRMATION OF YOUR BOOKING PLEASE ENCLOSE A STAMPED ADDRESSED ENVELOPE, AND SEND TO THE ADDRESS OVERLEAF

To better meet the diversity of needs and interests of service users, we need a little information about your group and the purpose of your visit.

The information given below will be treated sensitively and confidentially and may be provided anonymously if preferred.

Group Name (optional)			
Group type e.g. School, scout group, youth club, canoe club			
Purpose of visit e.g. recreation, DofE, adventure, team building, canoe sport, canoe course livery			
	Male	**Female**	**Disability Y/N**
Staff/Leaders			
Users (circle) Adult 18-25,14-18, 11-14, 0-11yrs.			
Special requirements:			
Other information that might help the Warden and his staff support you:			

We are keen to support our client/users needs as best our facilities here can accommodate, and to make plans for the future to better meet them, so the more information that you provide the more we can direct our resources to the right areas. Thank you.

Please read Booking Conditions attached

Costs

Camping (midday to midday)	£3.50 per child/youth, £6.00 per adult per night (adult rate includes launching (carers/adult concessionary rates available at managers discretion)
Extended use	£1.50 per person for use of facilities beyond noon
Day rate	£3.50 per person (includes launching)
Car parking	**£2.00 per car / minibus per stay**
canoes	£1.50 per boat per stay
firewood	£5 per small barrow, £10 per large barrow per day, patrol cooking by arrangement

Conditions of Use

Biblins campsite is reserved for the exclusive use of youth groups and certain conditions apply.

1. Only bona fide Youth groups will be permitted.(Please note adult leaders, teachers and supervisors may use the site for pre-camp training if they have made a booking for their group.)
2. Groups using the site are expected to comply with national legislation and their own governing body regulations, regarding adults working with young people and taking part in adventurous activities.
3. No alcohol must be brought to, or be consumed on the campsite.
4. Camp fires, are allowed on designated hearths only.
5. Canoes to be launched at the designated point only.
6 .No swimming in the river.
7. Tents only – no caravans or campervans.
8. No generators.
9 .Quite time 2300 – 0700hrs.
10.On day of departure the camp must be cleared by 12 noon, or the extended use fee paid.
11. You must sign out and pay before you leave, office hours are 7.30-9am and 4-6.30pm. A £5 invoicing fee will be added to your bill and numbers calculated.

Safety and Security Information

All leaders should be aware that the campsite is on the bank of the River Wye, that there is a small cliff behind some of the fields of the campsite and there is a gated mine entrance on site. Groups therefore need to be briefed and under suitable supervision.
Please read the additional safety information on the Information for Leaders sheet supplied on booking.

How to Book

1. Bookings can only be accepted on an official form and should be made 14 days in advance.
2. If total fees are £50 or less the FULL amount must be sent on booking. (we cannot give cash refunds)
3. When total fees are more than £50 send a minimum booking fee of £50, or 25% of the total fees, whichever is the greater.
4. The remainder of the fees if less that £25 should be paid on the evening prior to departure. Greater amounts can be invoiced if over £75 in total, smaller amounts carry an invoicing charge of £10
5. It is the group leader's responsibility to supply the site manager with accurate numbers before leaving. Failure to do so will result in your bill being estimated.

Cancellations

If you cancel we will carry over your deposit if a suitable date in the same season can be arranged, otherwise your deposit will be forfeit. If your booking is accepted without a deposit then a £25 booking fee is charged Exceptionally, for safety reasons FC may need to close the site. In this case your deposit will be refunded in full. You may want to consider cancellation insurance for this possibility.

Please return this booking form with your deposit to

The Manager, Biblins Youth Campsite, The Doward, Whitchurch, ROSS-ON-WYE, HR96DX.
Tel: 01600 890850 (Please leave a message) email: biblins@btconnect.com