

**FINLAYSTONE COUNTRY ESTATE**

**SCHOOL ENQUIRY FORM**

|  |
| --- |
| **General Information** |
| School Name: |  |
| Address: |  |
| Contact Name: |  |
| Telephone: |  |
| Email: |  |
| Date of Visit: |  |
| Arrival Time: |  | Departure Time: |  |
| Number of Children: |  | Number of Adults: |  |
| Method of transport: | coach / minibus / other |
| Venue Required: | Old Laundry / Boat Room / Cart Shed |
| Mobile telephone number on day of visit in case of emergency: |  |
| Method of Payment: | Cash / Cheque on the day / bank transfer\* |

|  |
| --- |
| **Ranger Activity** |
| **Class Teacher** | **No of pupils *(max 30)*** | **School****Year** | **Activity Chosen*****(one per class)*** | **Additional Support / Other Remarks** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| **Please Note** |

We agree to pay a £45 cancellation fee per activity if we cancel within one week of the planned visit and this fee will be invoiced to us.

\*We also understand that invoices must be paid within 14 days of the invoice date or a 10% surcharge will be made.

We are happy to receive information on events and activities at Finlaystone Estate: Yes / No

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

Finlaystone is committed to being a sustainable business. Please recycle your waste on your visit including cans, plastic bottles and cardboard in the designated areas. Thank You.

Have you visited Finlaystone before? Yes / No

|  |
| --- |
| **Office Use Only** |

Booking Accepted: Yes / No Database Updated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ By Whom: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_