

BOOKING FORM 2017

To be completed by the parent/guardian of the child or teenage helper attending

SECTION 1 This data will help us to process the application and enable us to contact you should we need to.

YOUNG PERSON'S DETAILS:

First Name Surname Male Female

Date of Birth Home Address

Postcode

Urban Saints group or Church they attend (if any)

Name(s) of any other young people coming on the holiday with whom your child would like to share a tent:

I understand that there will be Christian teaching on the holiday. I agree to give my support and co-operation to the Holiday Leaders and will behave appropriately at all times.

Signature of young person:

CONTACT DETAILS FOR PARENT/GUARDIAN:

Title First Name Surname

Home Address (if different from above)

Postcode

Contact Email Address

Contact phone numbers Day: Evening: Mobile:

I give consent for Urban Saints and/or the Diocese of Winchester to send me news and updates: by email by post by SMS text

SECTION 2 This data will help us give the best possible care to your child.

OTHER INFORMATION RELATING TO YOUR CHILD:

Shortly before the holiday commences we will send you a Medical Form which will need to be returned to the Holiday Leaders. In the meantime it will help the Leaders in their planning if you could complete the following section:

Please note below any information relating to your child that you would like the Holiday Leaders to be aware of, e.g. any dietary requirements, major disabilities / health care needs, behavioural or social problems:

SECTION 3 To be signed only by a parent or other adult with parental responsibility.

DECLARATION AND PAYMENT:

I agree to the Booking Conditions that accompany this Booking Form (see over page). I support and approve my son/daughter/ward taking part in this holiday. By signing this, I apply for my child/ward to become a temporary member of Urban Saints and acknowledge that this will happen on acceptance of this application.

I understand that Urban Saints will keep a record of my child's name, address and attendance at this event to comply with safeguarding requirements.

Urban Saints will treat the information given on this form in total confidence (except as required by law) and store it in full accordance with the Data Protection Act 1998. It will be kept so that we can provide you with the information and services that best match your requirements and preferences. We may take videos and photographs of holiday activities, and attendance at a holiday signifies agreement that these may appear in future publicity or other materials produced by Urban Saints, or materials produced by other organisations in sympathy with Urban Saints and to whom express permission to use the videos/photographs has been granted. Your details will only be made known to others outside of Urban Saints where we use, or collaborate with other people or organisations to carry out work on our behalf. A duty of confidentiality will be imposed on such people and organisations.

I enclose a cheque for £70.00 payable to Urban Saints SW Regional Account to cover the full cost of the holiday.

Signature of parent or other adult with parental responsibility:

Date:

Please detach this page and return Form and payment to: **Brian Spurling, 8 Michigan Way, Exeter, EX4 5EU.**

Booking Terms & Conditions

Chattabox 2017

How do I book?

Complete all sections of the Booking Form and send it to the contact given at the bottom. The completed form must be accompanied by the full amount of £70.00 – cheques should be payable to **Urban Saints SW Regional Account**. Applications will be dealt with on a date-received priority basis, and you will receive a letter or email of confirmation regarding your booking once it has been processed. Holiday places are limited so please book early.

What is included in the cost of the holiday?

The price includes full board and accommodation and a wide range of activities. The promotional literature gives details of the accommodation and the range of activities included in the published price. The cost of any optional additional activities and trips will be advised to you by the holiday leader or organiser. Pocket money is not included in the cost of the holiday. All meals on the holiday are included in the cost, from lunch on the day of arrival to breakfast on the day of departure – a packed lunch can also be provided for those travelling home in a supervised group. We are happy to provide for medical dietary needs and vegetarian diets if notified in advance.

What about price increases?

Urban Saints Holidays reserves the right to alter or cancel any activities, accommodation, travel or other arrangements if unforeseen circumstances arise. If the price of your holiday is liable to a surcharge as a result of currency fluctuations, or an increase in transportation costs, we will bear any cost increases up to 2% of the holiday fee. However, we reserve the right to impose a surcharge if our costs increase by more than 2%. If any surcharge equates to more than 10% of the holiday price, you will be entitled to cancel, with a full refund of all money paid. Should you decide to cancel because of this, you must exercise your right to do so within 14 days from the issue date of the printed notification. We will not increase any fees within 30 days of the start of the holiday.

What if I should cancel?

If you decide to cancel your application you must inform the Holiday Leader by letter or email. Notification of cancellation will only be effective from the date it is actually received in writing. If more than 56 days notice is received prior to commencement of the holiday, only a £20 administration fee is forfeited. If your cancellation is received less than 56 days prior to the commencement of the holiday, the following charges will be made:

56 – 43 days	35% of total brochure price
42 – 29 days	75% of total brochure price
28 days or less	100% of total brochure price

We strongly encourage you to take out insurance to cover any loss of fees due to cancellation.

What if the holiday is cancelled by Urban Saints?

We will only cancel a holiday if the minimum number of bookings required for the holiday to take place has not been received, or if unforeseen circumstances arise outside our control. In such an event we guarantee to refund any fees in the following manner: If the holiday has not started, fees will be refunded in full or, if an alternative holiday is chosen, any difference will be refunded. If part of the holiday has taken place then a proportion of the fees appropriate to the circumstances will be refunded.

What about insurance?

You are strongly advised to take out cover against cancellation, personal accident and theft. Personal property is the young people's responsibility at all times, unless any loss or damage is due to our negligence or failure to carry out our responsibilities. Urban Saints are insured for public liability up to £10m.

Contractual terms

In compliance with the Package Travel, Package Holidays and Package Tours Regulations 1992, you need to be aware that as soon as the request for a place has been acknowledged in writing, a contract exists between Urban Saints, Kestin House, 45 Crescent Road, LUTON, LU2 0AH and the parent or guardian of the young person wishing to attend the holiday, should he/she be under 18 on the day the application is accepted.

Bad behaviour

It is expected that all participants at an Urban Saints Holiday will behave reasonably. Anyone who grossly or repeatedly misbehaves will be sent home. Collection from the holiday will be the responsibility, and at the expense of the parent/guardian. Parents will be required to pay for deliberate damage caused by their children.

