

The completion of this booking form is a legal requirement and is VITAL for the administration of your Tour.

<b>BOOKING FORM (student tours)</b>	PLEASE COMPLETE <b>ALL</b> SECTIONS PLEASE COMPLETE IN BLOCK CAPITALS
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Booking Reference Number:	Your Contact Details:
Party Leader's Name: Position: Department:	Landline Number: Mobile Number: Email Address/es:
Name of Institute:	Institute Emergency Contact Person (24 hour):
Address of Institute:	Name: Landline Number: Mobile Number: Email Address/es:
Post Code:	

PARTY COMPOSITION					
	Students	Free Adults / Staff	Paying Adults / Staff	Total (M)/(F)	Total in Group
MALE					
FEMALE					

TOUR DETAILS					
Destination:	Days:	Method of Travel (please tick):			
Departure Date:		Air	Coach	Rail	Eurostar
Requested Departure Time from Institute	Nights:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date of Return:	Name of requested accommodation:				
Requested Departure Time from Resort: (subject to availability)	Number of Singles:		Number of Twins:		
<b>OTHER REQUIREMENTS</b> (please tick if required - we will get back to you with the price and availability)	Number of Triples:		Number of Multi-Bedded:		
<input type="checkbox"/> UK airport coach transfer <input type="checkbox"/> Overseas airport coach transfer <input type="checkbox"/> Insurance <input type="checkbox"/> Guided Tours <input type="checkbox"/> Meals	<b>Paying passengers are allocated multi-bedded rooms (other than mentioned on your provisional booking letter).            Other rooming requirements will incur a supplement.            Please include any children sharing with adults.</b>				

**DEPOSITS (please make cheque payable to Travelbound)**

Please refer to your latest provisional booking letter for deposit amount to be paid.

\_\_\_\_\_ paying passengers at £ \_\_\_\_\_ per person = Total Amount Enclosed £ \_\_\_\_\_

<p>I understand that all deposits are non-refundable and that the final balance is payable in full 8 weeks before departure. I certify that I am authorised to make this booking on behalf of all party members.</p> <p><input type="checkbox"/> I/we have read, understood and accepted the Booking Terms and Conditions, which can be found at <a href="http://www.travelbound.co.uk">www.travelbound.co.uk</a> both on my behalf and on behalf of all other members in my party.</p> <p>If you have not already done so, by providing your address, email, SMS or phone number you agree to its use in accordance with our privacy policy, which can be found at <a href="http://www.travelbound.co.uk">www.travelbound.co.uk</a>. We and our sister companies within Travelopia Group may from time to time contact you by post, email, SMS or phone with information about our goods and services, including our latest deals, news, events and competitions. If you <b>do not</b> agree to being contacted in this way, please tick this box. <input type="checkbox"/></p> <p><b>SIGNED:</b> .....</p> <p><b>DATE:</b> .....</p>
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