

BIBBYS FARM LIMITED
BIBBYS FARM SCOUT CAMPSITE AND ACTIVITY CENTRE



Accommodation, Camping and Day Visit Booking Form

Contact Details			
Group Name:			
Group Leader:			
Arrival Date: Approx Arrival Time:		Departure Date: Approx Departure time:	
Daytime Tel No:		Evening Tel No:	
E-mail:			
Postal Address:		Signature:	
Postcode:		Date:	
Indoor Accommodation			
Barn accommodation up to 24 Including 5 bedrooms and upstairs kitchen / common room Leaders Boys Girls Males Females <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Barn accommodation up to 36 Including 7 bedrooms and upstairs kitchen / common room Leaders Boys Girls Males Females <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Downstairs canteen & kitchen Friday evening to Sunday afternoon: including 2 bedrooms Leaders Boys Girls Males Females <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Downstairs canteen & kitchen for 24 hrs, including 2 bedrooms Leaders Males Females <input type="checkbox"/> <input type="checkbox"/>	Downstairs canteen & kitchen Friday evening to Sunday afternoon: <input type="checkbox"/>	Downstairs canteen & kitchen up to 24 Hrs: <input type="checkbox"/>	
Downstairs canteen & kitchen Day Rate <input type="checkbox"/>	Downstairs canteen & kitchen Half Day/Evening <input type="checkbox"/>	Barn (upstairs) Kitchen and Common Room Half Day / Evening <input type="checkbox"/>	
Camping			
Number of young people:		Number of Adults/ Leaders:	
1 st choice site:		2 nd choice site:	
Day and Evening Visit			
Number of young people:		Number of Adults / Leaders:	
Day Visit:		Half Day / Evening Visits:	
Date of Day / Evening Visit:			
Permit Name:		Permit Number:	

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Deposit / Booking Fee:

Bookings remain provisional until the completed booking form is returned, signed, the appropriate deposit paid and confirmation is received.. The required deposit when booking indoor accommodation is 25% of the total booking value. A Camp-site deposit is based on one nights camping fee multiplied by the number of persons booked. In some cases a further 25% may be charged on cancellation of booking. If in doubt please contact the Booking Office.

Please tick the following check list & sign

I enclose the appropriate deposit	£
I enclose a signed Health and Safety Form (Sheet 1)	
I have enclosed a copy of intended programme.	
I have completed all necessary sections above.	

Please enclose your cheque for your deposit payable to "Bibbys Farm Ltd".

Return form to: Booking Office, Bibbys Farm, Back Lane, Heath Charnock Lancashire. PR6 9DL
 Tel. 01257 249391

Please see below for terms and conditions.

Signed

Date

Booking Conditions and Essential Information

- For overnight bookings access to the accommodation barn will be given from 6pm on the day of arrival. The building must be vacated by 4pm on the day of departure. A surcharge may be incurred for periods outside these times.
- For daytime bookings the building will be open between 9am and 4pm.
- The Leader of the hiring party of the building must at all times provide supervision to all parts of the building.
- The Leader of the hiring party shall be liable for payment of all charges arising from damage to, or loss of, property and/or equipment as a result of the occupancy of the building. The decision of Bolton Scout Trust shall be final and binding.
- Any damage or loss must be reported to the warden as soon as it occurs or is discovered.
- Every care must be taken when using equipment belonging to Bibbys Farm. **If any doubt exists as to the operation of any item of equipment please ask the warden for advice.**
- All groups are asked to take care to conserve water, electricity, gas and heating oil.
- Boiler rooms, electricity cupboards and fuse boxes are out of bounds to all members of the hiring party. Any defects in the heating system, electrics etc. must be reported to the warden.
- Prior to any building or campsite being vacated, the leader of the hiring party will:
 - Advise the warden of their intended departure time and invite him to inspect the building and/or campsite before departure.
 - Ensure the building is thoroughly cleaned in accordance with the information detailed on the sheet displayed in the building, further copies of which can be obtained from reception. Suitable cleaning equipment and materials are provided.
- The person in charge of any party using the facilities for the purpose of a Beaver sleepover, Pack holiday, Cub Scout camp or Scout camp must hold the appropriate Nights Away Certificate.
- **All groups will observe the Site Rules and Regulations, a copy of which will be sent with the confirmation of booking.**