

## Terms and Conditions

**Please read the booking conditions and course fees carefully before confirming your course. These were updated in February 2011 in line with BBC/CBC.**

### **AVAILABILITY OF COURSES**

Demand for courses at Blue Peris has increased steadily over the years together with the fact that the Centre has to operate under a strict budget. Whilst every effort will be made to meet the school's first choice of dates, certain times of the year are obviously more popular than others and dates can no longer be held from one year to the next. Schools should, therefore, be prepared to consider alternative dates if necessary. Normal course dates run from a Sunday to a Saturday but we are able to cater and quote for shorter periods if required.

### **Booking Ahead**

You are able to book up to 2 years ahead...

### **Deposits and course confirmation.**

Between 104 & 52 weeks prior to course start date a £400.00 non refundable deposit is required to confirm a booking.

If booking between 51 & 27 weeks prior to course start date, a minimum of £800.00 non refundable deposit is required to confirm a booking.

26 weeks before the commencement of the course £125 per person non refundable deposit is required to confirm a booking.

8 weeks prior to course start date the full amount will be required to confirm a booking.

Bookings cannot be confirmed until the deposit is paid or you agree to be invoiced for a booking. In addition to this a signed booking form is required.

**By agreeing to be invoiced then you accept the above terms and conditions.**

### **Cancellation**

- More than 12 months prior to course start date loss of £400.00.
- More than 27 weeks before course start date, loss of the £800.00 deposit.
- Less than 27 weeks before the start of a course incurs loss of the deposit and the total amount of £125 per person.
- Less than 8 weeks before the start of a course incurs the loss of the full course cost.

## **Invoicing**

Confirmation and request for deposit when making a booking

At 26 weeks prior to course start date you are required to pay £125.00 per person.

The final invoice will be raised 8 weeks prior to the course starting.

## **Lower numbers than the original booking**

We appreciate the logistics of organising a course and monitoring finances in regards to numbers. The centre is happy to cater for lower numbers than originally booked for if this number is between 1-2 students and we are aware 2 weeks prior to the course start date.

However, a large reduction in numbers (over 3) will have to be charged for.

Therefore, the following applies;

Drop in student numbers of between 1-2 prior to 2 weeks of course start date, will result in a full refund of those places

A drop in numbers of 3 students and above 26 weeks prior to course start date will result in the places of 3 and above being invoiced for.

Those organisations that have taken the Whole Centre Booking Option (WCB) need to be aware that if their numbers drop then the costs of the course per person will rise accordingly.

If numbers do fall at any stage then contact the centre ASAP

## **Insurance**

Please note; insurance for cancellations is not included by Blue Peris. Cancellations are often covered by school journey insurance. However, this will differ between various authorities.

## **Dual occupancy with other groups.**

Some of our clients do share the centre with other groups, i.e. two schools. If this is something you may wish to consider then phone the centre to discuss further.

## BLUE PERIS MOUNTAIN CENTRE Booking Form – NOT FOR INDIVIDUALS

**Only for use by schools, university, youth and college groups and organisations.**

Please read the booking conditions and course fees carefully before returning the form

<b>Name of organisation:</b>		
Correspondence address:	Phone:	
	Fax:	
	Email:	
	Coordinating Person:	
<b>Type of course required:</b>		
Preferred first choice of dates: ( BP will contact you in view of confirming these dates )		
Second choice of preferred dates: ( BP will contact you in view of confirming these dates )		
How many students will be attending (if possible in multiples of 10):		
I would like all correspondence by email or by phone/post (please circle preferred option)		
<i>Details of Group</i>		
Age Range		
Year Group		
I have read and understood the booking conditions. PLEASE TICK		
I wish to be invoiced for deposits and payments PLEASE TICK		
I have included the £400 non refundable deposit ( 52 weeks and over )		
I have included the £800 non refundable deposit ( 52 - 26 weeks )		
I have included the £125.00 per person deposit ( 26 – 8 weeks )		
I have included the full course costs ( 8 – 0 weeks )		
I wish to be invoiced for the above deposit (please tick)		
<b>NOTE : An agreement to be invoiced, confirms booking once invoice is sent</b>		
Signed	Print:	Date:
Head Teacher Or Course Leader		



