

Education booking reference: \_\_\_\_\_

## Education Department Group Booking Form

<b>Date of enquiry</b>	Click here to enter a date.	
<b>Name of School / College / Organisation / Company</b>		
<b>Name of organiser</b>		
<b>Name of Head Teacher / Group leader</b>		
<b>Address</b>		
	Postcode:	Country:
<b>Telephone numbers</b>	Office:	Mobile of group leader:
<b>Visit date</b>	Click here to enter a date.	
<b>Visit time</b>	Arrival:	Enter the Palace:
<b>Group breakdown</b>	Under 5s:	Accompanying adults / staff:
	Children aged 5-16:	
	Students aged 17+:	
	Age range:	
<b>Type of tickets</b>	Palace-Park-Gardens: <input type="checkbox"/>	Park-Gardens: <input type="checkbox"/>
<b>Nationality / Language</b>		
<b>Method of payment</b>	Account: <input type="checkbox"/>	Payment on arrival: <input type="checkbox"/>
<b>Number of coaches</b>		
<b>Accessibility issues / special needs?</b>		
<b>Other requirements e.g. Topics studied at school, Learning objectives, Themed tour</b>		

PUB PAL \_\_\_\_ or PUB P&G \_\_\_\_ [ ]  
 In Education Diary [ ]  
 In Delphi [ ]  
 CC Head Guide [ ]  
 Email confirmation [ ]  
 Guidelines, Risk assessment, Map [ ]

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