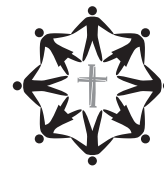


BOOKING FORM

Please use a separate booking form for each person, unless you are applying as a couple or a family and paying together.



Othona
WEST DORSET

Event Title:

Arrival date:

Departure date:

Please tick if booking a **non-residential** place:

Your name(s):

Your date of birth:
(required for all please)

Gender:

1.

1.

M / F /

2.

2.

M / F /

3.

3.

M / F /

4.

4.

M / F /

5.

5.

M / F /

Postal
address:

Postcode:

Email:

Landline:

Mobile:

Emergency contact – who do we phone *in an emergency*? Landline *and* mobile if possible please.

Name:

Landline:

Mobile:

Are you willing to share?

Yes

Only if necessary

No, not at all

For two booking together: Tick if you prefer

A double bed (if available)

Twin beds

We offer a limited number of single rooms for each event. You're advised to book early if you are unable to share.

Do you have any special needs?

(physical, dietary, health-related,
need/prefer ground floor room)

Please say if you eat no meat, no red meat, no fish etc. We cater at all times for vegetarians. Let us know about any allergy or other serious dietary restrictions. Community grows from the joy of shared meals prepared with love.

Is this your first time at Othona West Dorset?

No

Yes

If Yes, how did you hear of us?

Personal recommendation

via Retreats.org site

Retreat Guide or other publication

via Othona publicity/leaflet

Google etc search

Other:

We send occasional emails with news to those on our database. Please tick if you prefer **not** to receive any

DECLARATION

I am over 18 and agree to Othona's Terms and Conditions (cancellation details plus health and safety considerations) as in the brochure and at www.othonawestdorset.org.uk/booking/terms-and-conditions. I have filled in payment details overleaf.

Sign:

Date:

By ticking this box you agree to the booking conditions.

OUR CHARGES

Othona is a not-for-profit charity and is known as very affordable. Our **standard adult rate** reflects the real cost of your stay. If you value Othona's work and can add a donation, please do. Your gifts allow us to offer generous concessions and bursaries in case of need.

The **concessionary adult rate** is freely available to those who need it (up to 21 days per person per financial year). It's not tied to eligibility for state benefits, for instance. You choose if it's appropriate for you and we will accept your decision. We don't quote **concessionary rates for children**, but are happy to consider a reduction if your family needs it. Please contact us to discuss this in confidence.

If even the concessionary rate is a problem for you, we have a **bursary fund**. Applications for bursaries – in writing to the warden please (letter or email tony@othona-bb.org.uk) – are treated in confidence.

HOW TO PAY

To find the full cost of any event, look on the website or in our printed brochure. The charge rates for each event are listed below the event description. **For each event booked, we require a standard non-refundable deposit of £30 per person (excluding children 0-2 years old).**

Are you booking more than 1 month ahead?

You need only send the non-refundable deposit. When we confirm your booking, we will tell you the amount still owing and when to pay it by. Alternatively, we welcome payment in full at the time of booking – it cuts down the paperwork all round.

Are you booking less than 1 month ahead?

Please send full payment now with your booking. NB: Our charges, as quoted, now include any course fees.

If you have to cancel we will refund a varying proportion of your payment:

More than 1 month ahead of the event start date:	all but the deposit
Less than 1 month, more than 1 week ahead:	50%
Less than 1 week ahead:	10%
On or after the start date:	nil

All bookings are non-transferable. We suggest you consider taking out insurance against loss due to cancellation.

MAKING YOUR PAYMENT

We can accept payment by cash, cheque, postal order, bank transfer, Paypal account or debit card via Paypal. Please fill in your payment method and amount below, and then sign over-page before returning this form to us.

Either I am paying my deposit (non-transferable & non-refundable) of

£

Or I am paying the full charge (standard or concessionary, see above) of

£

I enclose a donation (to help fund concessions/bursaries) of

£

I am making my payment by (tick whichever applies):

TOTAL:

£

Bank Transfer (BACS) to The Othona Community, Account No. 20680303, Sort code 20-26-62
Please give the start date of the event as Reference Code (to link your payment to your booking)

Paypal. Please email bookings@othona-bb.org.uk with the amount you wish to pay and we will send you a Paypal money request by email (payable by card or Paypal account)

Cheque made out to The Othona Community

Other (please give details).....

Now post this to: Bookings, Othona West Dorset, Coast Road, Burton Bradstock, Bridport DT6 4RN

Or scan and email to bookings@othona-bb.org.uk

You can print more copies of this form at www.othonawestdorset.org.uk/downloads

Othona reserves the right to change or cancel events as necessary.

Othona is registered charity number 1154204