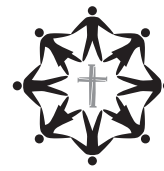


BOOKING FORM

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, I will pay the single supplement

For two booking together: Tick if you prefer

A double bed (if available)

Twin beds

We offer a limited number of single rooms for certain events. Early booking is always advisable if you're 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 rates reflect the real cost of your stay. They include accommodation, usually three home cooked meals a day and other refreshments, use of all our facilities, and all the input from speakers and facilitators. We think that's brilliant value. But if our prices are beyond you, please feel free to ask for help from our bursary funds.

As an inclusive Christian charity we welcome people who can't afford our usual charges. A bursary will reduce the cost to you – whether you need a single room or are prepared to share – typically by 25%. We handle all bursary requests confidentially. And (unlike many organisations) you don't need to prove anything to us. You don't have to be receiving state benefits, for instance. See page 2 for more about price rises, price drops and single supplements.

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 eldest child and 0-2 years old – who come free of charge).**

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.

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.

BURSARY

I'm requesting a bursary. I will await your invoice before making a payment (please tick).

MAKING YOUR PAYMENT

Please fill in about payment below (unless you ticked above for a bursary), then sign over-page and return this form to us.

Either	<input type="checkbox"/> I am paying my deposit (non-transferable & non-refundable) of	£
Or	<input type="checkbox"/> I am paying the full charge (with or without single supplement) of	£
	<input type="checkbox"/> I enclose a donation (to help fund 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