

Canalside Centre

Corporate Day Booking Form

Please phone **020 8969 4500** or email **canalside.centre@epicccic.org.uk** to check fees and availability. To confirm your booking with us, a completed booking form needs to be filled out and returned as soon as possible. A 50% deposit secures your booking, and the remaining balance must be paid one calendar month before the arrival date.

Consent forms must be filled out for all participants and returned upon arrival before the activities take place.

Please fill out this form in black ink and **BLOCK CAPITALS**.

Group's Details	
Company's/ Organisation's Name:	
Date(s) Booking For:	
Type of ay Booking For: (Full Day, AM, or PM)	
Total Number of Places Being Booked For:	

Group Organiser's Details:			
Title: (Ms, Miss, Mr)		Name:	
Organisation's /Company's Name:		Position:	
Address:		Email Address:	
Work Telephone Number:		Mobile Number:	

Details of Who to Invoice (If different from group organiser's details):			
Title: (Miss, Mrs, Mr)		Name:	
Organisation's /Company's Name:		Position:	
Address:		Email Address:	
Work Telephone Number:		Mobile Number:	

Terms & Conditions

Cancellation Policy

If you wish to make a cancellation, please give a one calendar month's notice to receive a 100% refund of the deposit, after this no refund can be given.

Cancellation By Canalside Centre

The centre reserves the right to cancel bookings. In the event of cancellation customers may be offered a full refund or an alternative booking.

Important:

I have read and understand and agree to accept for myself and all the people named in my group the '**Terms and Conditions**' I note and accept these standard terms. I also certify that I am over 18 years old and I am fully authorised to make this booking officially on behalf of the group, club, company or other organisation referred to above.

Payment Methods

You can make payment by issuing a cheque (made payable to Epic CIC) or alternatively you can pay by debit or credit card through Paypal.

Signature:

Date:



Encouraging potential inspiring change

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