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| **Uniformed Groups Booking Form 2025** | | | | | | | | |
| Please complete section 1 of this form then return via email to learning@amberleymuseum.co.uk.  Your booking will be confirmed when we return this form with section 2 completed. | | | | | | | | |
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| Section 1 – Booking Enquiry | | | | | | | | |
| Contact name | |  | | | | | | |
| Contact email | |  | | | | | | |
| Invoicing email (if different) | |  | | | | | | |
| Telephone | |  | | | | | | |
| Organisation name | |  | | | | | | |
| Organisation address | |  | | | | | | |
| Date of enquiry | |  | | | 1st choice date(s) of visit(s) | | |  |
| Total students | |  | | | 2nd choice date(s) of visit(s) | | |  |
| The museum is closed on Mondays and Tuesdays.  We can only accept a total of 64 children on site per day. | | | | | Total adults  (Ratios for free adults: ages 4-7, 1:5; ages 8-11, 1:8; ages 12-18, 1:10; all 1-to-1s) | | |  |
| Students’ ages | |  | | |
| Your learning objectives | |  | | | | | | |
| Any access requirements? | |  | | | | | | |
| Arrival time (10am earliest) | |  | | | Departure time | | |  |
| Coach | | Mini Bus | | | Train | | | Cars |
| Do you require the following: (For prices, see following page.) | | | | | | | | |
| Self-led visit only | | | | | | | Yes / No | |
| Ride on a 1920s bus (20 mins, up to 32 children) | | | | | | | Yes / No | |
| High-voltage electricity demonstration (15 mins, up to 16 children) | | | | | | | Yes / No | |
| Bespoke options (please discuss with the Learning Officer) | | | | | | | Yes / No | |
| Would you like to visit the shop? | | | Yes / No | Would you like a ride on our train? (Free of charge) | | | Yes / No | |
| Is a lunch space required? | | | Yes / No | Would you like to come for a free pre-visit? | | | Yes / No | |
| Please select your preferred payment method: | | | | | | | | |
| BACS | | | | | Card payment on day | | | |
| Signed |  | | | | Date |  | | |
| *Amberley Museum will process the data provided on this form for the legitimate interest of educational bookings at the Museum, providing you with the necessary information to make the most of your visit, in compliance with GDPR regulations. This is covered by our privacy statement which is available on www.amberleymuseum.co.uk and from the Museum office.* | | | | | | | | |

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| Section 2 – Confirmation | | | |
| Section 2 to be completed by staff at Amberley Museum. | | | |
| PRICE OF VISIT | | | |
| Cost | Item Cost | Number | Cost as booked |
| Child (up to 18) | £7.50 |  |  |
| Senior Scouts, etc. (18+) | £10.00 |  |  |
| Accompanying Adult (within ratio) | Free |  |  |
| Accompanying Adult (beyond ratio) | £10.00 |  |  |
| Bus ride (per 32 children) | £30.00 |  |  |
| High-voltage demonstration (per 16 children) | £20.00 |  |  |
| TOTAL | | |  |

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| DETAILS OF VISIT | | | | | |
| Date of risk assessment visit | |  | Allocated lunch space | |  |
| Outline of your day | | | | | |
| Group | | Time | Activity | | Place |
|  | |  |  | |  |
| I am pleased to confirm your school visit to Amberley Museum on | | | | | |
| Signed |  | | Date |  | |