



### Accommodation Booking Form

Please complete the booking form below and return to [nationalbachallenge@gmail.com](mailto:nationalbachallenge@gmail.com) . Please note we can only accept bookings on this form.

**Payment/Invoice Details:** Payment is required in advance by Credit/Debit card or if booked with a Purchase Order from your organisation (name and address will also be required at the time of booking).

**Cancellations:** Bookings cancelled within 7 days of arrival will be charged in full.

<b>Name</b>		<b>Date</b>		
<b>Email</b>		<b>Telephone</b>		
<b>Organisation</b>		<b>Mobile</b>		
<b>Address</b>		<b>Postcode</b>		
<b>EVENT Name</b>	National BA Challenge			
<b>Team Name</b>				
<b>Pricing</b>	04/10/2019 <b>Double En-Suite</b> - Dinner, Bed & Breakfast @£80.00 05/10/2019 <b>Packed Lunch</b> - @£10.00 05/10/2019 <b>Double En-Suite</b> - Bed & Breakfast @£70.00 The 5 members of the team have dinner included as per the NBAC terms, for any additional guests there will be a £56.00 charge for the dinner.			
	<b>Name of Guest</b>	<b>Name of Guest (sharing double room for an additional @£10.00)</b>	<b>Arrival Date</b>	<b>Departure Date</b>
<b>1<sup>st</sup> Room</b>				
<b>2<sup>nd</sup> Room</b>				
<b>3<sup>rd</sup> Room</b>				
<b>4<sup>th</sup> Room</b>				
<b>5<sup>th</sup> Room</b>				
<b>Additional Guests</b>				
<b>Payment Method</b> Credit card	<b>PO No:</b> Please State	<b>Credit/Debit Card Payments</b> – Please call with your payment details on receipt of confirmation. (Please do not send your card details by email as this may not be secure).		

- **Check out:** no later than 08:30am on the day of departure: please return keys to reception.
- All lost keys will be charged at a cost of £15 + VAT.
- **Damage to Accommodation:** Any damage to our accommodation during your stay will be charged for. Any damages not paid for prior to your departure will be invoiced to you or your organisation.
- Please note that all details submitted will be treated in confidence and we will always treat your personal details with the utmost care. To see how your data is handled please view our [privacy notice](#)