

# Westminster Quiet Day 2017

Saturday 18th November 2017

## Booking Form

(please complete, and return this page to the Tutorial Office along with your £25 per person payment)

### Contact Information

Name: \_\_\_\_\_  
(please include your preferred name and title)

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Booking

If you are booking for a group of people, please elaborate in the 'Other Requirements' section below.

A non resident participant: £ 25 (total cost for participant for lunch, refreshments, event and resources)

### Special Meal Requirements

We can accommodate dietary needs and requirements, but as our kitchen cooks 'to order' we need to know in advance. Please do let us know if you have any special requirements, needs or have any food allergies below :

### Other Requirements

Please help us to make your visit more comfortable by listing any special requirements we should be aware of e.g. accessibility needs.

### Cancellation

If you decide to cancel your booking the following charges will need to be made.

Between 6-3 months prior to the start date 30% of anticipated value will be charged.

Between 3-1 months prior to the start date 50% of anticipated value will be charged.

Less than 1 month prior to the start date 100% of anticipated value will be charged.

All refunds will be at the discretion of Westminster College.

### Payment

Full payment is required at the time of booking.

I confirm that I wish to make the booking as set out in this booking form and enclose payment of **£25** per participant.

I enclose payment of £\_\_\_\_\_ - cheques should be payable to Westminster College

OR

Please contact me so I can pay securely over the phone.

Signed: \_\_\_\_\_

Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_

**Please return via post to:**

Tutorial Office, Westminster College,  
Madingley Road, Cambridge CB3 0AA

**For queries, contact us via:**

admin@westminster.cam.ac.uk / 01223 33 06 32