

# In the company of...

# Booking Form

(please complete, and post this page to the College Office along with your £20 per person deposit.  
No deposit required for day visitors.)

## Contact Information

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

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

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

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

\_\_\_\_\_

\_\_\_\_\_

## Booking

Please indicate with a tick which your preferences are below. If you are booking for a group of people, please elaborate in the 'Other Requirements' section.  
I wish to book as:

- One person in a single room - term time: £ 57.80 (for 24 hours, includes bed, breakfast, lunch & dinner for one)  
 One person in a single room - vacation time: £50.30 (for 24 hours, includes bed, breakfast & lunch for one)  
 Day visitor £7.30 (includes lunch only)

## Dates of stay:

\_\_\_\_\_

Would you like a conversation with a member of teaching staff?  yes  no

If yes, who would you like to talk with

- Alison Gray  Robert Pope  Neil Thorogood  
 Sam White  Yak-hwee Tan

## 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 food allergies below:

\_\_\_\_\_

\_\_\_\_\_

## Other Requirements

For example, details of other people you are booking on behalf of, accessibility needs etc.

\_\_\_\_\_

## Booking Conditions

All bookings are subject to Westminster College's Terms and Conditions Relating to Room Hire, Conferencing and Events (available on request).

## Deposit

A deposit of £20.00 per person is required, if you will be staying overnight, with booking form. This is payable at the time of booking. Subject to the Cancellation Terms, this will become non-refundable when the booking is confirmed. This may be paid by card over the phone, in which case please note this on the form, as below.

I confirm that I wish to make the booking as set out in this Booking Form and accept the Booking Conditions as set out herein.

I enclose a deposit of £ ..... - cheques should be payable to Westminster College

OR

Please contact me so I can pay my deposit securely over the phone - Alternatively you can call the College Office any time from 8.30am to 10pm Monday to Friday.

**Secure your booking with a £20 deposit per person. The full balance will be due upon your arrival.**

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