**Supporting Lay Preachers and Worship Leaders 2025**

**Thursday 25th – Saturday 27th September** **Booking Form**

(please complete and email to the Finance Department)

|  |  |
| --- | --- |
| **Name (inc. title)** | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. |
| **Tel/Mobile** | Click or tap here to enter text. |
| **Email address** | Click or tap here to enter text. |

**Group Booking**

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

|  |  |  |  |
| --- | --- | --- | --- |
| **Please tick** | **Requirements**  | **Cost** | *Office use* |
|[ ]  Participant in a single room (inc. accommodation & meals) | £200.00 |  |
|[ ]  Two participants sharing a double room (inc. accommodation & meals) | £400.00 |  |
|[ ]  Non-resident (inc. meals) | £100.00 |  |

Special Meal Requirements

We can accommodate dietary needs and requirements, but as our kitchen cooks ‘to order’, we need to know in advance. Please let us know any requirements or allergies below:

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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.

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Payment

I confirm that I wish to make the bookings as set out in this booking form.

At the event of a cancellation, all refunds will be at the discretion of Westminster College.

Full balance to be paid at time of booking.\*

*\*Please speak to your Synod Training Officer or Lay Preaching Advocate regarding grant monies that are available to help with costs*.

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| Please organise a BACS payment to: **Sort Code:** 30-91-56; **Account No:** 02076747; **Name:** Westminster College Cambridge No1 Account; **Ref:** LayP2025 |

|  |  |
| --- | --- |
| Signed : |  |
| Date: |  |

**Data Protection**

Due to data protection requirements, we need your permission for us to add you to our database. We would be grateful if you could indicate below if you are happy for us to store your details.

Yes/No (delete as applicable) – I agree that Westminster College can keep by contact details in order to send me information and updates.

Yes/No (delete as applicable) – I am happy for Westminster College to make use of photographs that include me in any future publicity materials.

Yes/No (delete as applicable) – I am happy for Westminster College to make use of videos that include me in any future publicity material.

***Please return by email to:***

Finance Office, Westminster College,

Madingley Road, Cambridge CB3 0AA

***for queries, contact us via:***

finance@westminster.cam.ac.uk / 01223 33 06 49