

Booking conditions:

1. Once Groups have made their booking (by 15th December 2008) limited additional spaces may be available and requests should be sent to the address above. Any additions/cancellations after 15th December 2008 will be charged an administration fee of £10.00 per person.

2. All payments of £25 per person non returnable deposit must be received with the booking form. Your booking will not be confirmed unless this is the case.

3. Balance of payment will be invoiced by 27th February 2009 and should be paid by 31st March 2009.

4. Firm Foundations is committed to providing a safe environment and operates within the policies and procedures of The Boys' Brigade and The Girls' Brigade (England and Wales) including those for child protection and safety. All group leaders are expected to be responsible for the conduct and welfare of their group members during the event. Firm Foundations reserves the right to refuse entry, or to arrange for participants to leave before the end of the event.

5. Firm Foundations is not able to accept any responsibilities for loss or damage to personal property or equipment, or to that of your company, church or individuals within your group.

Special needs:

Firm Foundations is working towards making the event accessible to all. It would be helpful to know of any particular needs of members of your group to enable them to participate in the event.

A hearing loop will be installed in the main venue, and large print copies of seminar notes and Bible readings can be made available. A small kitchen area will be set aside (fridge, microwave etc) for those whose medical condition requires them to have a special diet. Firm Foundations is able to provide vegetarian food, but not special dietary requirements for people with wheat intolerance, lactose intolerance etc.

Please give details below of any specific needs (i.e. wheelchair access, need for enabler/carer support):

To help the planning for the event could you please give a guide on numbers in the following groups:

Number Young People from 13 – 20yrs _____

Number of people in their 20 – 30's _____

Number over 30 _____

All those in the group who are 18 years and over MUST be named below:

	FULL NAME	Date of Birth
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

Find out more at

WWW.FIRM-FOUNDATIONS.ORG.UK

The Girls' Brigade England and Wales Charity Registration Number 206655
The Boys' Brigade Charity Registration Number 305969