



Booking form - Meadow Lodge

Group / family / organisation					
Group leader					
Address		Invoice name and address (if different)			
Email address					
Daytime telephone no.		Mobile telephone no.			
Date(s) requested					
Arrival time		Departure time			
No. of people		Age range of group		No. of staff (if applicable)	
Catered or self-catered stay? (please circle)				Catered OR Self-catered	
Do you want Lea Green Centre activities? (please circle)				Yes OR No	
Brief description of the additional needs within the group					
Brief description of activity programme required / activities you would be interested in (if applicable)					
Any other information to tell us?					
Please enter your DCC Cost Centre for internal charging (if applicable)					
Signature				Date	
Please return this form to: Lea Green Learning and Development Centre, Main Road, Lea, Matlock, Derbyshire, DE4 5GJ Tel: 01629 534561 or email: leagreen.admin@derbyshire.gov.uk					

FOR OFFICE USE ONLY:					
Dates offered		No of students		No of staff	
Provisional costing:		CU Sheet		MU Sheet	
		CONFIRMATION LETTER		Post	
				E-mail	
Invoice No		Date		Amount	