



Booking form - High Ropes, Team Swing, Skyline, Climbing Tower, Low Ropes, Cave.

Group / organisation					
Group leader					
Address		Invoice name and address (if different)			
Daytime telephone no.		Fax no.			
Mobile telephone no.		Email address			
Date(s) requested					
Arrival time		Departure time			
No. of students		Age range of students		No. of staff	
Name of <i>trained</i> staff member leading group					
Any other information (wheelchair access, special needs, medical information)					
Facilities requested (please tick where appropriate)					
Cave		<i>Instructors using the facilities must possess a site specific qualification</i>			
Climbing tower					
High ropes					
Low ropes courses					
Team swing		Skyline			
Base Room		Food / drinks			
Please enter your DCC Cost Centre for internal charging (if applicable)					
Signature		Date			
<p><i>Please return this form to Lea Green within 2 weeks of the date of your enquiry. If we have not received your completed form within this time scale your enquiry details will automatically be removed from our system</i></p> <p>Lea Green Learning and Development Centre, Main Road, Lea, Matlock, Derbyshire, DE4 5GJ Tel: 01629 534561 or email: leagreen.admin@derbyshire.gov.uk</p>					

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