**ENQUIRY FORM - WOODBANK ACTIVITY CENTRE**

Please complete this form and send it to the following email to confirm your enquiry:-

[activitycentre13@gmail.com](mailto:activitycentre13@gmail.com)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Guider in Charge: | | | | | | | | | |
| Address:  Postcode: | | | | | | | | | |
| Email address: | | | | Tel No:  Mobile No: | | | | | |
| County: | | | | Division: | | | | | |
| Unit: | | | | | | | | | |
| Is this your first visit to Woodbank? | | | | | | | | | |
| I wish to book Woodbank from: | | Day: | | | Date: | | | Time: | |
| Until: | | Day: | | | Date: | | | Time: | |
| Number of | Rainbows: | | Brownies: | | | | Guides: | | |
| Rangers: | | Guiders: | | | | Others: | | |
| How will you travel to Woodbank? | | | Parent Drop Off | | | Minibus | | | Coach |

Users are required to arrive after 4.00pm on the day of arrival and leave before 4.00pm on the day of

departure. If travelling by coach please use the smallest possible size available.

Please note there are no facilities for male residents.

A copy of your Residential Event Notification form is to be forwarded to [merseysidegaw@outlook.com](mailto:merseysidegaw@outlook.com)

Please tick box to confirm this has been completed

**Applicant:**

I hold a Guide Holiday licence Brownie Holiday licence Overnight licence

I wish to be tested for my Guide Holiday licence Brownie Holiday licence Overnight licence

**Applicant’s signature: .............................................. Date: ...........................**

By signing this you are agreeing to follow Woodbank’s policies as per information booklet

Fees, deposit, cancellation and payment details overleaf:

**Fees for 2025**

2025 fees are set at £210 per night, with a £100 deposit per booking.

Day hire is at the rate of £14 per hour, with a £10 deposit per booking.

**Fees for 2026**

2026 fees are set at £210 per night, with a £100 deposit per booking.

Day hire is at the rate of £15 per hour, with a £10 deposit per booking.

**Deposits & Cancellations**

All deposits are non refundable.

A booking cancelled within 56 days of the event is liable for half of the full amount.

Balance of your booking to be paid 21 days prior to arrival.

**Payments**

Once you have had confirmation of your booking deposits are to be paid. Cheques to be made payable to: Merseyside Guide Association (Woodbank), a postal address will be advised on confirmation.

Or payment can be made via BACS to:

Account Name: Merseyside Guide Association (Woodbank)

Account Number: 32587406

Sort Code: 60-70-08

When sending payments by BACS please use your unit name as the reference.