

# BOOKING FORM

If you would like to book a party here at Lancaster University Sports Centre, please fill in the form and return to reception. You will then be contacted by a member of staff regarding availability.

FOR (CHILD'S NAME): .....

DATE: ..... AT: .....

**PARTY DETAILS**

1ST CHOICE: .....

2ND CHOICE: .....

NUMBER ATTENDING: ..... AGES: .....

SUPERVISION REQUIRED FOR FOOTBALL/TEAM ACTIVITIES?: YES / NO (ADDITIONAL COST OF £20)

NAME OF PARENT/GUARDIAN (TO BE PRESENT ON THE DAY): .....

ADDRESS: .....

.....

POST CODE: ..... TELEPHONE: .....

Please Note: Parties do not include food. With the exception of a cake, food is not permitted to be brought into the Sports Centre for parties. For more details visit the Sports Centre website or call 01524 510609.

Supervising adults must be in attendance at all times.

Completing this booking form does not fully guarantee your requested date/time. If your requests are not possible then an alternative will be offered. Once your party is confirmed payment is required in full. Cancellations made less than 48 hours will not be refunded. Please make our instructors aware of any medical conditions.

SIGNED: ..... DATE: .....

**OFFICIAL USE ONLY. AGREEMENT INFORMATION:**

TOTAL COST:..... PAID BY: CASH / CHEQUE / CARD

PAYMENT TAKEN BY: .....