

# BOOKING FORM - U.K. TOURS



Booking No.  
.....  
(office use only)

Please return this form along with your deposit, or payment in full if booking inside 8 weeks, to the address at the bottom of the page.

## CLUB/GROUP DETAILS

|  |  |
|--|--|
| Club/group name  |  |
| League (if any)  |  |
| Website (if any)   |  |
| Tour playing strength (please circle) – social / social-medium / medium / medium-strong / strong |  |

## TOUR ORGANISER'S DETAILS (To whom all correspondence is to be sent)

|          |  |         |           |        |  |
|----------|--|---------|-----------|--------|--|
| Name     |  |         |           |        |  |
| Address  |  |         |           |        |  |
|          |  |         | Post Code |        |  |
| Email 1  |  |         | Email 2   |        |  |
| Tel. Day |  | Evening |           | Mobile |  |

## TRAVEL ARRANGEMENTS Air / Sea / Coach / Self Drive Hire Vehicle(s) / Own transport arrangements (please circle all that apply)

|         | From | To | Date | Preferred time | Additional information |
|---------|------|----|------|----------------|------------------------|
| Outward |      |    |      |                |                        |
| Return  |      |    |      |                |                        |

## ACCOMMODATION ARRANGEMENTS (Enter the total number of each room type required in the boxes below)

| Hotel | Town / City | Date of arrival | Duration / nights | Singles | Twins | Doubles | Triples | Quads | Family show ages overleaf |
|-------|-------------|-----------------|-------------------|---------|-------|---------|---------|-------|---------------------------|
|       |             |                 |                   |         |       |         |         |       |                           |

## FIXTURE DATES (Enter the dates on which you would like us to arrange your matches)

| Fixture 1 | Fixture 2 | Fixture 3 | Fixture 4 | Fixture 5 | Fixture 6 | Fixture 7 | Fixture 8 | Fixture 9 | Fixture 10 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|
|           |           |           |           |           |           |           |           |           |            |

## PAYMENT

| Deposit per person | Number of nights | Total per Person | Number of adults | Total Payment |
|--------------------|------------------|------------------|------------------|---------------|
| £10 x              | =                | £                | x                | = £           |

Either a) ENCLOSE CHEQUE made payable to Shire Sports Tours  
or b) CARD PAYMENT: Please debit my Debit/Credit Card with the Total Payment above, plus 2% if Final Payments are made by Credit Card. There is no surcharge on Deposit payments made by Credit Card or any payments made by Debit Card.

Card No.

Valid from \_\_\_ / \_\_\_ Expires end \_\_\_ / \_\_\_ Issue No. (Maestro only) \_\_\_\_\_  
3 digit security code \_\_\_\_\_

Billing address inc Post Code (if different from above):  
.....  
.....  
.....  
.....

## TOUR ORGANISER'S DECLARATION

I have read and am authorised to agree on behalf of myself and all the members of my party to accept the Booking Conditions of Shire Sports Tours and (where applicable) suppliers conditions. I am over 18 years old.

Signed .....

Print name .....

Dated.....

Thank you for booking with Shire Sports Tours, we look forward to putting together a really great tour for you!



# TOUR PARTY DETAILS

Please use this section to print clearly the names of all the members of your touring party along with rooming arrangements. If we're booking air tickets for you then its important that all names are spelt correctly. You can also use this form to tell us of any members whose tour dates differ from the main touring party.

|    | Passenger's name | Age (if under 18) | Preferred room type (Single, twin, double, family, triple, Quad etc) | Arrival date | No. of nights | Special requirements<br>Use this space to tell us about individual wants and needs | Travel Insurance quote required?<br>Yes / No |
|----|------------------|-------------------|--|--------------|---------------|--|--|
| 1  |                  |                   |  |              |               |  |  |
| 2  |                  |                   |  |              |               |  |  |
| 3  |                  |                   |  |              |               |  |  |
| 4  |                  |                   |  |              |               |  |  |
| 5  |                  |                   |  |              |               |  |  |
| 6  |                  |                   |  |              |               |  |  |
| 7  |                  |                   |  |              |               |  |  |
| 8  |                  |                   |  |              |               |  |  |
| 9  |                  |                   |  |              |               |  |  |
| 10 |                  |                   |  |              |               |  |  |
| 11 |                  |                   |  |              |               |  |  |
| 12 |                  |                   |  |              |               |  |  |
| 13 |                  |                   |  |              |               |  |  |
| 14 |                  |                   |  |              |               |  |  |
| 15 |                  |                   |  |              |               |  |  |
| 16 |                  |                   |  |              |               |  |  |
| 17 |                  |                   |  |              |               |  |  |
| 18 |                  |                   |  |              |               |  |  |
| 19 |                  |                   |  |              |               |  |  |
| 20 |                  |                   |  |              |               |  |  |
| 21 |                  |                   |  |              |               |  |  |
| 22 |                  |                   |  |              |               |  |  |
| 23 |                  |                   |  |              |               |  |  |
| 24 |                  |                   |  |              |               |  |  |
| 25 |                  |                   |  |              |               |  |  |
| 26 |                  |                   |  |              |               |  |  |
| 27 |                  |                   |  |              |               |  |  |
| 28 |                  |                   |  |              |               |  |  |
| 29 |                  |                   |  |              |               |  |  |
| 30 |                  |                   |  |              |               |  |  |

For groups of more than 30 people please use a separate sheet. Feel free to call us if you find you need help filling out this form.



# BOOKING CONDITIONS UK CRICKET TOURS



## PAYMENT SCHEDULE

**a) TOUR DEPOSIT:** A £10.00 per person, per night deposit (i.e. £50 per person for a 5 night booking) is required to confirm bookings and is payable to Shire Sports Tours. Deposit payments can be made by cheque, Debit Card or Credit Card with no surcharge. Debit / Credit Card payments can be taken over the telephone but please ensure that a signed booking form is also returned to us by post for our records. We reserve the right to cancel the tour and enforce the cancellation charges set out below if a signed booking form has not been received prior to a tour commencing. In the unlikely event that Shire Sports Tours should have to cancel a tour, then all deposits will be refunded. Tour arrangements will not commence until a deposit has been received.

### **IMPORTANT:**

*It is in the interests of all touring clubs to allow us as much time as possible for fixtures and accommodation to be arranged and confirmed. Therefore prompt payment of deposits is advisable.*

**b) TOUR BALANCE:** Payment of the Tour Balance is due no later than 1 month prior to a tour commencing and is payable to Shire Sports Tours. Payment of the tour balance can be made by cheque or Debit Card at no extra charge, or by Credit Card which carries a 2% surcharge. Payments by Debit or Credit Card can be taken over the telephone. Tour organisers will receive notification of the amount payable and details of tour arrangements approximately 10 weeks prior to a tour commencing. Shire Sports Tours reserves the right to cancel the tour and retain the Tour Deposit if the Tour Balance is not received by the due date.

**N.B.** The Shire Sports Tours rate will remain as quoted at time of booking which protects our clients in the event of a hotel's usual rate increasing. The hotel's usual rate stated on our tariff sheet and on our website is an indication only and can fluctuate. No reduction will be given in the event of a hotel's usual rate falling below the Shire Sports Tours rate or any special deals a hotel may be offering. Rates will be confirmed in writing when the tour deposit has been paid.

## CANCELLATION CHARGES

- a)** If you cancel your tour for whatever reason prior to 30 days of a tour commencing then all deposits will be forfeited.
- b)** If you cancel your tour for whatever reason within 30 days of a tour commencing then all deposits will be forfeited plus, at the discretion of the respective hotel and in line with their own cancellation charges, up to a maximum of 100% of the remaining accommodation cost will become payable.
- c)** No refunds of deposits will be given for a reduction in party members or a reduction in the number of nights per person booked.

- d)** Should tour members increase all attempts will be made to accommodate them in the same hotel but Shire Sports Tours cannot guarantee this.
- e)** Shire Sports Tours reserves the right to cancel a tour and enforce cancellation charges if numbers fall below 11 playing members.

### **N.B.**

- (i)** All payments and arrangements with hotels are to be made via Shire Sports Tours. This includes tour members who wish to extend their stay whilst on tour and any late additions to the touring party. In either instance simply telephone us with a card number and we will confirm additional arrangements with the hotel.
- (ii)** Any damage caused by members of a touring party to hotels or host clubs is to be paid for before leaving the hotel. Failure to do so will result in your club being invoiced for the damage plus additional admin charges.
- (iii)** Should a hotel have cause to decline further services or accommodation at any time during a tour due to unreasonable behavior by any member of a touring party, Shire Sports Tours will not be liable for any repayment of monies.

## FIXTURES

- a)** Shire Sports Tours arrange and confirm all tour fixtures free of charge but it is the touring team's responsibility to contact each fixture secretary or match day contact at least 2 weeks prior to an agreed fixture to formally introduce your club and discuss arrangements personally.
- b)** Once fixtures are agreed, host clubs are responsible for all subsequent arrangements e.g. team selection, preparation of playing surface, refreshments etc.
- c)** Shire Sports Tours cannot be held responsible for the cancellation of fixtures, at however late notice and for whatever reason, due to circumstances beyond their control. In the event of a late cancellation, whilst every effort will be made to rearrange the fixture, Shire Sports Tours cannot be deemed liable.
- d)** Although every effort will be made to provide fixtures within 25 miles of the tour base, from time to time, where availability demands, fixtures will be suggested beyond this radius.
- e)** Occasionally clubs do charge a ground hire fee for hosting fixtures and we will inform touring clubs of any such charges as they arise. Upon approval of such charges it is the responsibility of the touring side to pay either in advance or as otherwise requested by the host club. Cheques in this instance should be made payable to the host club, not to Shire Sports Tours.

**Please feel free to contact us if you would like clarification of any of our Booking Terms and Conditions.**

