

BOOKING FORM UK RUGBY TOURS



Club				League (If any)				Division																																																									
TOUR ORGANISER'S DETAILS:		Mr/Mrs/Miss/Ms		Forename				Surname																																																									
Address					<table border="1"> <tr> <td>Night of:</td> <td>Sun</td> <td>Mon</td> <td>Tue</td> <td>Wed</td> <td>Thu</td> <td>Fri</td> <td>Sat</td> </tr> <tr> <td>No. of Adults</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>No. of Children</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ages of Children</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>					Night of:	Sun	Mon	Tue	Wed	Thu	Fri	Sat	No. of Adults								No. of Children								Ages of Children																															
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HOTEL DETAILS

Name of Hotel	Town / City	Date of arrival	Date of departure	No. of nights

ROOM REQUIREMENTS (Please enter number of rooms required in relevant box)

Room type	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Twin								
Double								
Single*								*Supplement may apply
Triple								
Quad								
Family								Advise number of children per room

FIXTURE REQUIREMENTS

No. of Fixtures required

Preferred dates	1	
	2	
	3	
	4	
	5	

Preferred standard	Strong	
	Strong/Medium	
	Medium	
	Weak/Medium	
	Weak	

DECLARATION BY TOUR ORGANISER

This is to certify that the Booking Terms and Conditions set out overleaf have been read and accepted by me on behalf of all persons for whom this booking is made and that I am authorised by them to make this agreement.

Signed _____ Date _____

Name (Please print) _____

DEPOSIT

Please return your completed booking form to the address below and include a deposit of £10.00 per person, PER NIGHT i.e. £30 per person for a 3 night booking. If paying by cheque please make payable to Shire Sports Tours. N.B. Your tour arrangements will not commence until this financial commitment has been received.

TOTAL DEPOSIT: £ _____

Please debit my Credit/Debt Card with the total deposit stated above. Cardholder Signature Date / /

Please circle card type

Delta / Maestro / Solo – no surcharge

Visa / Mastercard / Amex – 2% surcharge

We will ring you for the 3 digit security code.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Valid from	<input type="text"/>	<input type="text"/>	Expiry date	<input type="text"/>	<input type="text"/>	Issue no. (Maestro /Solo)	<input type="text"/>

SHIRE SPORTS TOURS

PO Box 142 • NANTWICH • CHESHIRE • CW5 8FJ

☎ 0870 745 8200 ☎ 0870 745 8654 ✉ tours@shiresports.co.uk 🌐 www.shiresports.co.uk

BOOKING TERMS & CONDITIONS

UK RUGBY 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 or Debit Card at no extra charge and by Credit Card which carries a 2% 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.**
- b) **TOUR BALANCE: The 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 and 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 initial deposit if the tour balance is not received by the due date.
- c) **DAMAGE DEPOSIT is £500.00 per tour and is payable to Shire Sports Tours with the tour balance no later than 1 month prior to a tour commencing.** Payment of damage deposit can be made by cheque or Debit Card at no extra charge and by Credit Card which carries a 2% surcharge. Payments by Debit or Credit Card can be taken over the telephone. Damage deposits are fully refundable within 30 days of departure, provided there is no damage, breakage, missing items, no additional cleaning and no outstanding accounts to settle with any establishments and/or persons as a result of the tour. Should the damage repairs, breakages, missing items, cleaning expenses and/or outstanding accounts exceed £500 then any difference is to be paid in full before departure. The Tour Organiser agrees to indemnify Shire Sports Tours for any amount outstanding and any other costs incurred plus an administration charge for time spent by Shire Sports Tours in recovering said amount. Shire Sports Tours can provide legally binding forms to be signed by each member of the tour to indemnify the Tour Organiser for any amount outstanding as a result of each individual's actions. We strongly recommend Tour Organisers get these indemnity forms signed by all tourists but do not insist on this. 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.

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.

- 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 the tariff sheet is an indication only and can sometimes fluctuate from time of print. 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 by 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 15 playing members.

- N.B. **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.**

FIXTURES

- a) Shire Sports Tours arrange 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. Touring clubs must also satisfy themselves that adequate insurance and Health & Safety measures are in place at each club they play at.
- b) Once fixtures are agreed, host clubs are responsible for all subsequent arrangements e.g. team selection, match officials, 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.