

# SNC

Stanley Nairne Centre



# BOOKING FORM

This insert accompanies our Stanley Nairne Centre Brochure and the form below should be used to book the Centre. There is a minimum charge based on 15 people in residence. When making payments either quote the dates of residence at centre or the relevant invoice number. Groups usually arrive from late afternoon onwards e.g. after 4pm and depart before midday, although this is often flexible depending on other bookings. Please follow the procedures below when making a booking.

### Booking Procedures:

1. Contact the SSC Office on 0131 555 6123 to check availability of the Centre.
2. If the Centre is available, a provisional booking should be agreed at this point (The booking will be held for 14 days).
3. Within the next 14 days, please return the tear off slip below, together with the appropriate deposit (25% of the final cost), or else the booking may be given to another party (if an extension on the time is required, please telephone the SSC Office).

Bookings can only be confirmed following receipt of a deposit of 25% of the final cost. An invoice for the balance due will be sent after your stay. **Please read terms and conditions of use overleaf.**

Cheques are payable to 'Stanley Nairne Centre'

Send to: SSC Office, 88 Giles Street, Edinburgh, EH6 6BZ

Tel: 0131 555 6123 Fax: 0131 555 6345

Email: [bookings@stanleynairnecentre.com](mailto:bookings@stanleynairnecentre.com)

**IP.T.O.I**

On behalf of: \_\_\_\_\_ (Club, Group, School, etc.)

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_

Tel. No. (Day): \_\_\_\_\_ Mobile: \_\_\_\_\_

Email Address: \_\_\_\_\_

I wish to book the **Stanley Nairne Centre, Dalguise** from: \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

a) Number of bed nights = \_\_\_\_\_ Time of arrival = \_\_\_\_\_

b) Total number in party = \_\_\_\_\_

Time of departure = \_\_\_\_\_

c) Bed nights x no in party = \_\_\_\_\_

d) Cost = £ \_\_\_\_\_

e) Enclosed 25% deposit of £ \_\_\_\_\_

f) Balance £ \_\_\_\_\_

g) Total = £ \_\_\_\_\_

Signature \_\_\_\_\_

Name (block capitals) \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Can you let us know how you heard about the Centre? \_\_\_\_\_

Could you provide a couple of names & contact details of other potential users of the Centre and we'll post them a brochure as well, with thanks? \_\_\_\_\_

**Office use only**

