

Office Use Only

Tour Code:

Customer Ref:



Tour Booking Form

Please complete this form and return it to office@britishhistorytours.com, as a scanned email or PDF attachment.

Tour Name:

Tour Departure Date:

Number of People in your party:

Section 1 - Principal Traveller

Title: First Name: Last Name:

Known As: Male / Female (delete as appropriate)

Date of Birth: Day: ____ Month: ____ Year: ____

Home Phone Number:

International Code: Area Code: Phone No:

Cell/Mobile Number:

International Code: Area Code: Phone No.:

Email Address:

Address (Principal Traveller)

Name/Number of House:
Street:
Town/City:
County/State:
Postcode/Zip:
Country:

Emergency Contact

Please provide the details of a person who should be contacted in case of emergency.

Emergency Contact Full Name:
Relationship:
International Code: Area Code: Phone No:

Please include the International and Area dialling codes as finding the correct ones could delay us being able to contact your chosen contact in an emergency.

Section 2 - Your Party

Please give the following details for additional travellers in your party.
Fill out their full details on the attached sheet at the end of this form.

Full Name	Date of Birth		
	Day	Month	Year
	Day	Month	Year
	Day	Month	Year

Please state the number of rooms required for your party:

Double Room: _____ Twin Room: _____ Single Room*: _____
(One Double Bed) (Two single beds) (*Single person supplement applies)

PLEASE NOTE: The bedrooms at our accommodation are individual in style and lovely but this sometimes means there are a limited number of twin rooms available. Any requests for a twin room will be fulfilled where possible but cannot be guaranteed.

Optional Extras

Room Upgrade

If Room Upgrades are available on your chosen tour, please indicate here that you like to upgrade, at the cost stipulated in the tour details, by placing a tick in this box: []

Where room upgrades are available but numbers are limited, these will be allocated on a first come first served basis. Payment for the room upgrade is required immediately on confirmation that you have secured an upgraded room, for which you will receive an invoice.

Dressing as Tudor Royalty

If dressing as Tudor Royalty is included as an optional extra on your chosen tour, and you would like to participate at the cost stipulated in the tour details, please tick here: []

How many women and men in your party would like to participate? Women:..... Men:.....

Payment for this will be added to your final balance invoice at which point we will contact you for dress and clothing sizes, as required. Please note, Dressing as Tudor Royalty is subject to a minimum number of participants and may not go ahead if this threshold is not met.

Section 3 - Payment

A 50% deposit is required per person, for all members of your party, payable by the signatory of this form to confirm your booking. The final balance is due 90 days before the commencement date of the tour. 25% of the total per person tour price is the non-refundable deposit amount.

Tour prices are per person, based on 2 people sharing a room. For those travelling alone, a single person supplement of 50% will apply.

On submission of this booking form your booking will be processed and a deposit invoice sent to the email address given for the principal traveller on this booking form. The cost of any room upgrade requested (subject to availability) will be added to the deposit invoice. Payment is required immediately. British History Tours cannot guarantee any booking until both this form and the deposit are received. Payment of your deposit constitutes agreement to the terms and conditions of booking, which can be found on the website next to

these forms. If you require a copy to be sent to your email address, please contact us at office@britishhistorytours.com.

Bank transfer is our preferred and standard method of receiving payment. If you prefer, we can arrange for you to pay by debit or credit card.

Please indicate the method by which you will be paying:

Bank Transfer

Credit/Debit Card

(A surcharge will be applied for card payments and clearly identified on your invoice)

Section 4 - Special Requirements

Please use the space below to declare all special requirements which may affect your participation in this tour, including mobility difficulties, food intolerances and allergies.

We do our very best to cater for all but cannot guarantee that you will be able to participate in all activities. **If you do not declare such requirements before the commencement of the tour you will be charged an additional £175 to cover our administration costs of organising special arrangements during the tour.**

Section 5 - Declaration

In your capacity as 'Principal Traveller', please answer the questions below with 'Yes' or 'No' ('Y' or 'N') within the boxes provided.

Please then sign and date below. If you answer 'NO' to any of these questions your booking will remain provisional until resolved:

- I have read and agree to the Booking Terms & Conditions. []
- I understand that 25% of the total per person tour price is the non-refundable deposit amount. []
- I have ensured that all members of my group are aware of the need for travel insurance. (Please provide details via this form) []
- I have ensured that all special dietary needs have been communicated to BHT. []
- For my entire party, I have declared to BHT all fitness and/or health concerns which may impact on ability to take part in the tour or endanger any other participant. []
- I understand that my group will make their own arrangements for travel to the 'Pick Up Point' at the beginning of the tour in good time for the stated departure, and from the 'Drop Off Point' at the end of the tour. []

Signed in agreement : SIGN HERE **Print name:** PRINT NAME HERE

Date:

Section 6 - Communication

In order to comply with General Data Protection Regulations, we must obtain your express agreement for us to contact you via email. By signing below you agree to receive emails from us. You understand that the email conversations include details necessary for the booking process and essential information regarding the tour onto which you are booked, but may also include a newsletter, marketing information, information related to product. You also understand that you can unsubscribe at any time in line with our Privacy Policy (<https://britishhistorytours.com/privacy-policy>).

If you do unsubscribe you must inform office@britishhistorytours.com otherwise you may not receive important information regarding your tour.

Signature: : SIGN HERE

Date: DAY/MONTH/YEAR

Additional Traveller Information Sheet

Please use multiple copies of this page, as required.

Additional Traveller No. []

Contact Details (of the additional traveller)

First Name: _____ Middle Name: _____

Last Name: _____ Male/Female (delete as appropriate)

Nationality: _____

Home Phone Number:

International Code: _____ Area Code: _____ Phone No.: _____

Cell/Mobile Number:

International Code: _____ Area Code: _____ Phone No.: _____

Email Address: _____

Address:

Name/Number of House: _____

Street: _____

Town/City: _____

County/State: _____

Postcode/Zip: _____

Country: _____

Special Requirements: (including mobility difficulties, food intolerances and allergies) _____

Emergency Contact

Please provide the details of a person who should be contacted in case of emergency.

Emergency Contact Full Name: _____

Relationship: _____

International Code: _____ Area Code: _____ Phone No.: _____

Please include the International and Area dialling codes as finding the correct ones could delay us being able to contact your chosen contact in an emergency.

Personal & Travel Insurance Details

Please return this sheet on, or as soon as possible after, booking.

This information is required for safety purposes in case BHT, or other authority, has to contact your insurers in the event that you are unable to. At all times it remains the responsibility of the traveller to ensure they have adequate travel insurance.

Person/s Covered	Insurance Provider /Company Name	Type of Policy (IE: Travel/Medical etc.	Policy Number	Contact Telephone Number*

***The contact number should be the number BHT can use in the event that you are unable to. Therefore it MUST include the relevant international and area dialling codes. If you do not provide the relevant codes this could cause a delay.**

Where did you first hear about this tour?

	British History Tours Website
	British History Tours on Social Media
	Google or other search engine
	Other (please specify)

If Other, how?