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**Office Use:**

Date Form Received:

Signed:

Date Payment/s Received:

£50 deposit

50% lunch deposit

Signed:

 **Bentley Priory Museum Group Booking Form**

**Group Details**

**Group Name:**

**Organiser’s Name: Telephone Number:**

**Address: Email:**

**Visit Details**

**Date of Visit: Group Size:**

**Time of Arrival: Time of Departure:**

**Coach Parking: Yes/No (please delete as appropriate)**

**Guided Tour**

**Would you like a Guided Tour (no charge)? Yes/No (please delete as appropriate)**

**Tour Start Time:**

**We offer 2 tour options, please select one:**

**Bentley Priory and the Battle of Britain** [ ]

**Bentley Priory: The Evolution of an Historic House** [ ]

**Refreshments (available at additional cost)**

**Tea/Coffee on Arrival: Yes/No Tea/Coffee on Departure: Yes/No**

**Lunch: Yes/No Afternoon Tea: Yes/No**

**Lunch/Afternoon Tea must be pre-ordered, with final numbers and menu choices confirmed at least 2 weeks before the visit.**

**Payment**

**A £50 non-refundable deposit is required by cheque 1 month before your visit. This will be deducted from the final amount payable on the day for your admission.**

**Afternoon Tea: A 50% non-refundable deposit is required by cheque 1 month before your visit.**

***Cheques payable to Bentley Priory Museum***

**Please return the Group Booking Form to** **groupbookings@bentleypriorymuseum.org.uk** **or Bentley Priory Museum, Mansion House Drive, Stanmore, HA7 3FB**