

**Hire & Shuttle Booking Form**

Minimum lead in required for a private group booking;

* 30 days for multiday bookings,
* 14 days in peak season ( March to October),
* 7 days in off season (October to March),

Only one shuttle is accepted per day, so please book as soon as you have a date in mind.

Please complete the form as much as possible to enable Explore Highland to check, organise and allocate resources to your hire & shuttle booking.

|  |  |
| --- | --- |
| **Leader/Organiser Name** | x |
| **Email Address** | x |
| **UK Mobile No.** | x |
| **Full Address** | x |
| **Postcode** | x |
|  |  |
| **Group Size (incl. Ages)** | Total Number in Group - x  Age of Participants - x x x x |
| **Medical or Physical conditions of Group** | x |
| **Paddling Experience/ Qualifications of Leader** | x |
| **Paddling Experience/ Qualifications of Individuals in Group** | x |
|  |  |
| **Dates of Hire**  (Shuttle from/to Inverness) | Start Date & Time - x  Finish Date & Time - x |
| **Shuttle Details** | Paddle Start Location - x  Paddle Finish Location - x |
| **Shuttle Arrangements** | *Please give a brief explanation of how you are traveling to/from trip….public transport, cars etc.* |
| **No. Hire Craft Required** | x Solo (15’) Open Canoes  x Tandem (15’ & 16’) Open Canoes  x Solo Sea Kayaks  x Solo Inflatable Paddleboards  x Tandem Inflatable Paddleboard  **Please delete options above not required** |
| **Hire Kit & Additional Kit** | *Please ensure you also forward* [*Canoe Kit List*](http://www.explorehighland.com/wp-content/uploads/2018/11/2019-Canoe-Kit-List.docx)*,* [*Sea Kayak Kit List*](http://www.explorehighland.com/wp-content/uploads/2018/11/2019-Sea-Kayak-Kit-List.docx)*,* [*Paddleboard Kit List*](http://www.explorehighland.com/wp-content/uploads/2018/11/2019-SUP-Kit-List.docx) *and* [*Additional Kit List*](http://www.explorehighland.com/wp-content/uploads/2018/11/2019-Additional-Kit-List.docx) *at time of booking to ensure all is allocated and priced accordingly.* |
| **Additional Notes** | x |

Please save the form using, 1/ **YY-MM-DD** format of the date you wish the booking to commence, 2/ and the organisers **Surname**, as file title.

**EXAMPLE: 19-08-03 Wilson, Private Group Booking** (for Sat 3rd August 2019).

Any omissions will delay the hire booking process. Booking terms & conditions are listed online at - <http://www.explorehighland.com/terms-conditions/>

Please email the completed booking form to Donald at [info@explorehighland.com](mailto:info@explorehighland.com)