

**Private Group Booking Form**

Minimum lead in required for a private group booking

* 2-3 weeks for a half/single day booking in the main season
* 4-6 weeks for a multiday booking in main season,

Please complete all yellow highlighted areas of the form so Explore Highland can know your complete requirements, check availability, organise and allocate resources to your hire & shuttle booking efficiently.

|  |  |
| --- | --- |
| **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 |
|  |  |
| **Date of Booking** | x |
| **Duration of Booking** | 6-930am / 9am-12.30pm / 1.30-5pm / Full Day / Multiday  **Please delete options above not required** |
| **Type of Craft** | Tandem Canoes / Tandem Sea Kayaks/ River Kayaks / Paddleboard  **Please delete options above not required** |
| **Location Request** | x |
| **Aim of Group Booking** | x |
| **Additional Notes** | x |

Any omissions will delay the group booking process.

Booking terms & conditions are listed online at - <http://www.explorehighland.com/terms-conditions/>

Please email the completed booking form as a word or PDF document to Donald at [info@explorehighland.com](mailto:info@explorehighland.com)

Should there be any information not supplied or trip plan not understood, it is likely you will receive a quick phone call to clarify requirements!