

Sevington Victorian School

where history comes to life

Sevington
Grittleton
Chippenham
Wiltshire
SN14 7LD



Booking Form for a School Visit

(A separate form is required for each day booked for a visit)

Name of school: _____ School phone no: _____

Booking details

Name of person organising visit: _____

Name of teacher leading visit on the day, if different: _____

Contact email regarding booking: _____

Mobile phone number in case of emergency: _____

Agreed day and date of visit: _____

Number of children on the visit: _____ Year group(s): _____

Does any of your party have any special requirements, e.g. needs wheelchair access? Yes No

If yes, give details here: _____

Payment details

Name of School, Academy, Trust, as appropriate, to which invoice is to be sent:

Email address for invoice: _____

Please note that payment is required within 30 days of receipt of the invoice.

Regrettably, we have to charge for late cancellations. Please see our website for our cancellation policy.

I wish to make the above booking.

Typed signature: _____ Date: _____

Name: _____ Position: _____

As soon as your booking date has been agreed with the Bookings Secretary, please save this completed form with your school's name in the filename and email it to: misssqire@sevingtonvictorianschool.co.uk.