



# BOOKING FORM

Members booking together **who have different responses to the questions** must make sure that it is clear which information relates to which member

## CTC Birthday Rides Cotswolds 7 - 13 August 2017

**Please do not reduce page size below A4 or print double sided. Please print clearly.**

The first name given will be deemed to be the person responsible for this booking and to whom all correspondence will be sent.

	Surname	First name (as you want it to appear on your badge)	Email address	Date of birth (if under 18)	CTC/ECF Member No /Expiry date
1					
2					
3					
4					
5					
6					

**NB** – Please include all email addresses as event information, route sheets and .GPX files will automatically be emailed to everyone who has included their address - see Additional Information under maps, route sheets and .GPX files.

**A parent or guardian must accompany anyone under 18 years of age.**

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_ Phone: (day) \_\_\_\_\_ (evening) \_\_\_\_\_

(mobile) \_\_\_\_\_

### Residential Accommodation

**NB** – All rooms, (single double or twin), are on a Dinner, Bed and Breakfast basis (Half Board) and include all other available amenities.

To qualify for the reduced **child** price, a child must not have reached his or her 18<sup>th</sup> birthday as at 7 August 2017.

### Camping

To qualify for the reduced **child** price, a child must not have reached his or her 18<sup>th</sup> birthday as at 7 August 2017.

If booking as part of a local CTC group, please give its name: .....

## Packages

**NB – The amount shown in red is the price payable if booked after 20 April 2017.**

Packages						Price	Price	No of people	Total Amount
<b>Package 1 – Single room per person, half board</b>						£435	<b>£485</b>		
<b>Package 2 – Double room per person, half board</b> 2 people must book together						£415	<b>£465</b>		
<b>Package 3 – Premium twin room per person, half board</b>									
Adult						£445	<b>£495</b>		
Under 18 at 7/08/17 when sharing with parent/guardian						£300	<b>£350</b>		
<b>Package 4 – Camping per person, half board</b>									
<b>Pitch required (give numbers)</b>	<b>Small Tent</b>	<b>Large Tent</b>	<b>Motor home</b>	<b>Camper van</b>	<b>Caravan</b>				
Adult						£350	<b>£400</b>		
Under 18 at 7/08/17 when sharing with parent/guardian						£200	<b>£250</b>		
<b>Package 5 – Camping per person, self-catering</b>									
<b>Pitch required (give numbers)</b>	<b>Small Tent</b>	<b>Large Tent</b>	<b>Motor home</b>	<b>Camper van</b>	<b>Caravan</b>				
Adult						£200	<b>£250</b>		
Under 18 at 7/08/17 when sharing with parent/guardian						Free	<b>Free</b>		
<b>Registration only - for people arranging their own accommodation.</b>									
Price per Person						£100	<b>£100</b>		
<b>Optional Events – Coach trips will be subject to sufficient numbers.</b>									
Coach trip to Gloucester and Tewkesbury						£15	<b>£15</b>		
Coach trip to Oxford						£15	<b>£15</b>		
<b>GRAND TOTAL FOR ALL ITEMS</b>									£

## **Additional Information**

**For each person listed on this booking form please** give the following information (use a separate sheet if necessary):

Any medical, mental or physical condition or learning difficulty that the event organisers or emergency personnel should be aware of (including any medications that you take):

The name, relationship to the participant, address and telephone number(s) of the person you would wish to be contacted in case of an emergency:

Special requests: meals (e.g. vegetarian/gluten-free/wheat-free/diabetic), other: ***(special requests cannot be guaranteed and are subject to availability)***

Please circle your **main** mode of transport to Moreton-in-Marsh-**cycle / train / motor vehicle / vehicle share**

Have you been to the Birthday Rides before? **YES / NO**. If **YES**, circle the number of times    **1   2   3   4   5+**





Your contract for your Birthday Rides package is with CTC Cycling Holidays & Tours Ltd (a subsidiary of the Cyclists' Touring Club), Parklands, Railton Road, Guildford, Surrey GU2 9JX and hereinafter referred to as the company. These booking conditions, together with the information contained in the prospectus and booking form, form the basis of your contract.

**The Birthday Rides are only open to members of Cycling UK or of national organisations that are members of the European Cyclists' Federation (ECF).** If you are not a Cycling UK member, the Coordinator will advise you how to join.

All possible care is taken to see that you have a happy and successful cycling holiday. The booking conditions below seek to explain as clearly as possible the responsibility undertaken between us when you make, and we accept, a booking.



As a member (no. 5102) of the Association of Bonded Travel Organisers Trust Limited (ABTOT), an Association approved by the Department of Trade and Industry, the company has provided a Bond to meet the requirements of the Package Travel, Package Holidays and Package Tours Regulations 1992 in respect of non-flight inclusive packages only.

This Bond provides security for money paid over by you in the event of this company's insolvency.



We are a member of ABTA which means you have the benefit of ABTA's assistance and Code of Conduct. The travel arrangements you buy from us aren't covered by ABTA's scheme of financial protection.

#### 1. To make a booking and paying for your holiday

Bookings can only be made directly with BR Bookings. The booking form must be completed and signed by the person accepting the booking conditions on behalf of all those named on the form. It should then be posted to BR Bookings together with the full payment before we will confirm your place(s) on the holiday. The contract is effective on our written confirmation to you and is governed by English Law. Both parties agree to submit to the jurisdiction of the English Courts. You are also subject to the conditions of other companies for whom we act as agents. **Bookings are accepted at our discretion.**

Payment can be made by cheque, debit card or credit card. Due to the fees levied on us by card companies **there is a non-refundable charge of 2% on all credit card payments.** No charge is made on payments by debit card.

#### 2. Our price policy

The prices given in the prospectus are the expected cost of the packages described and will be confirmed when you make the booking. Once the booking has been confirmed in writing, we guarantee that we will not increase the price of your holiday.

#### 3. If you change or cancel your booking

Should you wish to make any changes to your booking, the person who signed the booking form must notify BR Bookings in writing. This includes alterations to the names of those booked. If we are able to make these changes you may be asked to pay an administration charge of £10 per person prior to the changes being made.

Should you be forced to cancel your booking for any reason, the person who signed the booking form must notify BR Bookings in writing. We can accept no responsibility for cancellation charges arising from correspondence delayed or lost in the post.

Cancellation charges are as follows. These are expressed as a percentage of the total cost of the booking.

## BOOKING CONDITIONS 2017

Written notice received:	Cancellation charge:
By 30 May 2017	25%
31 May to 16 June 2017	50%
17 June to 6 July 2017	75%
7 July 2017 to start of holiday	100%

Should you not turn up for the holiday the 100% cancellation charge will apply.

You are therefore strongly advised to insure against loss due to cancellation (see Booking Conditions clause 6)

#### 4. If we cancel your booking

Provided all monies have been paid we will not cancel your holiday unless we are forced to do so:

i) due to unusual and unforeseeable circumstances beyond our control which could not be avoided even with all due care having been exercised, or what is usually known as 'force majeure' (see clause 12)

or

ii) because the minimum number of bookings needed to operate the holiday has not been reached. In this case participants will be notified of the cancellation no later than 6 May 2017.

If the holiday is cancelled all monies paid to us will be refunded without interest. We will NOT pay any compensation or be liable to reimburse you for any incidental expenses that you may have incurred as a result of your booking. For bookings from overseas members, this includes visas, vaccinations, non-refundable connecting flights etc.

#### 5. If we change your booking

Circumstances may require some changes to be made at any time to the particulars of your holiday. Any such changes will be held to be of a minor nature. We will not materially change the value of the holiday, and the original theme will be retained.

#### 6. Holiday Insurance

If you are a UK resident your CTC membership provides third party cover. This is the minimum cover required for the Birthday Rides. However, this does not cover any other risks such as cancellation charges, personal injury or lost property. We therefore strongly recommend that suitable insurance is taken to safeguard against such risks.

Whether or not to wear a cycle helmet is entirely the choice of the participant. However, some insurance companies require helmets to be worn when cover is provided. It should also be noted that not all helmets offer the same level of protection.

Non-UK residents are advised to obtain suitable cover before leaving their normal residence and to ensure that any travel policy commences on the day they leave their normal residence. It is unlikely that participants not resident in the UK will be able to obtain cover once they arrive in the UK. Overseas members who have been touring the UK prior to taking part in the holiday should ensure that their existing travel policy is extended to cover the holiday if necessary.

#### 7. Before you make a booking

Participants should be aware that cycling both on and off-road is a potentially dangerous activity, and that they undertake the holiday at their own risk. The company shall not be responsible for participants' actions or for injury, damage to property or other loss due to inadequately serviced or maintained cycle or other personal equipment or any other matter beyond their control. **We regret that participants under the age of 18 years who are not accompanied by a Parent or Guardian cannot be accepted.**

Before making a firm booking for the holiday, intending participants MUST make certain it is appropriate to their physical abilities. In addition, pre-existing medical or mental conditions or learning or physical disabilities, whether or not these are controlled by medication or are currently dormant, must be declared on the booking form. The company shall not be responsible if any participant is unfit for the holiday.

Any participant suffering from diabetes or any other condition requiring medication shall ensure that the company, and if possible, at least one other responsible person at this event is aware of this. It remains the responsibility of each participant to disclose the existence of such a medical condition. The company will not be held responsible for any failure to do so.

#### **8. Bookings are accepted on the following understanding**

The participant's booking is accepted on the understanding that he or she realises the hazards involved in this kind of holiday including injury and loss of or damage to property including cycles. The outline programme of events must therefore be taken as an indication of what is to be accomplished and not as a contractual obligation. Changes to this may be caused by local conditions, mechanical breakdown, weather, sickness or other unforeseen circumstances. No refund will be given for services not utilised.

It is a fundamental condition of joining the holiday that a participant accepts the need for this flexibility and acknowledges that alterations and their results, such as inconvenience, discomfort or disappointment, are possible.

It is necessary that a participant abides by the authority of, and co-operates with, the organisers and their agents or representatives. Signing the booking form signifies the participant's agreement to this, and we reserve the right to terminate, without notice, the holiday arrangements of any participant who commits an illegal act or whose behaviour is such that it is likely in the BR Coordinator's opinion or that of any accommodation owner or manager or other person in authority to cause distress, danger, damage or annoyance to other customers, employees or property or to any third party. In all cases we will be under no obligation whatsoever for any costs incurred as the result of the termination, and the participant concerned shall not be entitled to any refund.

#### **9. Our liability to you**

We promise to ensure that all parts of the holiday we have agreed to arrange as part of our contract are provided to a reasonable standard and in accordance with that contract. We accept responsibility for any personal injury or death caused to you as a result of the proven negligent acts and/or omissions of our agents, suppliers and sub-contractors. The company shall not be liable for any damages caused by the total or partial failure to carry out the contract if such failure is:

- i) attributable to the participant or any member of his or her party,  
**or**
- ii) the fault of a third party unconnected to the company,  
**or**
- iii) a result of unusual or unforeseen circumstances beyond the control of the company or the supplier of the service in question which could not have been predicted or avoided even after taking all reasonable care (see clause 12 Force majeure),  
**or**
- iv) the fault of any person who was not carrying out work for us (generally or in particular) at the time.

Where the company is found to be liable for damages in respect of its failure to carry out the contract, the maximum amount of such damages will be limited to the price paid for the holiday. Where the damages relate to the provision of accommodation,

any compensation payable will be further limited by the Paris Convention 1962 (Hotel Accommodation).

#### **10. Should you have a complaint**

In the event of problems arising during the holiday, participants should try to resolve them directly with the BR Coordinator. If the problem cannot be resolved at this time an incident report form will be completed by the Coordinator, a copy of which will be given to you. On return home you should write to CTC Cycling Holidays & Tours Ltd, c/o 32 Hawthorn Walk, Newcastle upon Tyne NE4 7HP, giving full details of any complaint and enclosing your copy of the incident report form. This letter must be received by the company within 21 days of your return.

Complaints will be dealt with in accordance with the procedures of the company under which the complaint will be investigated by a senior official within a given timescale. Should an amicable solution not be agreed an appeal will be handled at Board level.

If, despite our best efforts and having followed the above procedure for reporting and resolving your complaint, you feel that it has not been satisfactorily settled, we recommend that it be referred for arbitration under the ABTOT Travel Industry Arbitration Service. An independent Arbitrator will review the documents relating to any complaint and deliver a binding decision to bring the matter to a close. Details of this scheme are available from ABTOT, 117 Houndsditch, London EC3A 7BT. This scheme cannot decide in cases where the sums claimed exceed £1500 per person or £7500 per booking form, or for claims that are solely or mainly in respect of physical injury or illness or the consequence thereof.

#### **11. Special requests**

Any special requests made on your booking form will be noted, however, although we will do our very best to comply with these, we cannot guarantee they will be provided.

#### **12. Force majeure**

This is the term applied to unusual and unforeseeable circumstances that are beyond our control. Compensation payments do not apply to changes, cancellations or curtailment caused by reason of war, threat of war, riots, civil strife, terrorist activities, industrial disputes, natural or nuclear disaster, fire, adverse weather conditions, floods etc, or similar events. We cannot accept responsibility where the performance or prompt performance of our contract with you is prevented or affected as a result of such circumstances.

#### **13. Data Protection Act**

In order to process your booking we need to pass on the information you provide (name, address, special needs/dietary requirements etc.) to the relevant suppliers. We take full responsibility for ensuring that proper security measures are in place to protect your information whilst in our hands.

In making your booking you consent to this information being passed on to the relevant suppliers.

#### **14. Marketing**

Photographs, likenesses or images of participants secured or taken on the holiday may be used by the company without remuneration in all media for bona fide promotional or marketing purposes.

#### **15. Smoking and pets**

Smoking is not allowed except in a designated area. Unfortunately, all pets are prohibited, and thus we are unable to accept bookings which include dogs this year.