

CLIENT DETAILS	
NAME	GROUP/ORGANISATION:
ADDRESS:	
CONTACT NO:	EMAIL:

WHAT WOULD YOU LIKE TO BOOK?(please circle)				
SELF CATERED ACCOMMODATION:	ALLANDER CHALET (60)	KYLE CABIN (38)	PROVIDORE (30)	
CAMPING	No:	PREFERRED SITE:		
HAMMOCKS (10 available)	No:	DAY VISITORS	No:	
CAMPSIE CABINS:	DUMGOYNE	MEIKLE	DARRACH	TOMTAIN
A MINIMUM BOOKING OF 16 PERSONS APPLIES TO MIDWEEK PACKAGES				
MIDWEEK RESIDENTIAL PACKAGE	No Participants:		No Leaders:	
MIDWEEK ACTIVITY DAY VISIT	No Participants:		No Leaders:	

WHEN WOULD YOU LIKE TO BOOK?	
ARRIVAL DATE:	ARRIVAL TIME:
DEPARTURE DATE:	DEPARTURE TIME:

ON SITE ACTIVITIES (please tell us how many participants and circle your choices)				
No of Participants:			PLEASE INFORM US OF ANY SPECIAL REQUIREMENTS	
SHOOTING (RIFLE)	SHOOTING (INC PISTOL)	ARCHERY	INDOOR CLIMBING	CRATE STACK
ORIENTEERING	TEAM CHALLENGES	WATER WALKERS	SURVIVAL SKILLS	AXE THROWING
CANOEING	PARADROP	RAFT BUILD	POLE CLIMB	LAZER TAG
KAYAKING	MOUNTAIN BIKING	CLIMBING	ABSEILING	

OFF SITE ACTIVITIES				
CLIMB & ABSEIL	MOUNTAIN BIKING	HILL WALKING	KAYAKING	CANOEING

SELF LED ACTIVITIES (INSTRUCTOR AVAILABLE)				
BATTLEZONE	EQUALISER	GRASS SLEDGES	PEDAL KARTS	SUMO SUITS
NIGHT LINE	BODY ZORBS	MEGA BALL	NATURE KIT	PIONEERING
BEAVER CREEK	SWIMMING POOL	ORIENTEERING/BEAVER TRAIL	No OF MAPS:	
HIRE OF SPORTS BARN (1HR)	No OF HOURS:		HIRE OF DAY ROOM (1HR)	No OF HOURS:

DECLARATION		
I hereby make application for the hire of services detailed above and bind myself to abide by the Terms and Conditions provided to and read by me, including payment of all cancellation and charges applicable. I understand this application forms a contract between my organisation and Clyde Regional Scout Council and confirm I am authorised to apply on their behalf.		
YOUR REGISTERED CHARITY NO		
SIGNATURE:	DATE:	DEPOSIT INCLUDED: £

WEEKEND SELF CATERED	COMMERCIAL	CHARITIES	UK SCOUT & GUIDE	CLYDE SCOUTS
ALLANDER CHALET	£3300	£1980	£1650	£1155
KYLE CABIN	£1800	£1080	£900	£630
PROVIDORE	£1600	£960	£800	£560
MIDWEEK SELF CATERED (Cost per 24hr period)				
ALLANDER CHALET	£1400	£840	£700	£490
KYLE CABIN	£800	£480	£400	£280
PROVIDORE	£700	£420	£350	£245
CAMPING				
CAMPING	£12.00	£7.20	£6.00	£4.20
DAY/EVE VISIT	£6.00	£3.60	£3.00	£2.10
CAMPSIE CABINS (ALL)(24hr)				
DUMGOYNE (BBQ)(24hr)	POA	£240	£180	£120
MEIKLE, DARRACH, TOMTAIN (Price per cabin per 24 hours)	POA	£90	£75	£50
		£60	£45	£30
MIDWEEK RESIDENTIAL PACKAGE (Minimum booking of 16 persons)	1 NIGHT	2 NIGHTS	3 NIGHTS	4 NIGHTS
	£90pp	£150pp	£198pp	£240pp
MIDWEEK ACTIVITY DAY VISIT	£24 PER PERSON (MINIMUM BOOKING FOR 16)			

Please contact us for a commercial package, prices stated are for standard onsite activities with not for profit groups.

ON SITE ACTIVITIES 1.5 HOURS £54 PER GROUP OF MAXIMUM 8 (£162)				
INDOOR CLIMB	PARADROP	RAFT BUILD	SURVIVAL SKILLS	NATURE ACTIVITY
CLIMBING	ABSEILING	CANOEING	POLE CLIMB	LAZER TAG
KAYAKING	MOUNTAIN BIKING			
ON SITE ACTIVITIES 1 HOURS £33 PER GROUP OF MAXIMUM 8 (£99)				
SHOOTING (RIFLE)	SHOOTING (INC PISTOL)	ARCHERY	CRATE STACK	AXE THROWING
ORIENTEERING	TEAM CHALLENGES	WATER WALKERS	NIGHT LINE	
OFF SITE ACTIVITIES 3 HOURS £120 PER GROUP OF MAXIMUM 8 (£360)				
KAYAKING	MOUNTAIN BIKING	CLIMBING	ABSEILING	CANOEING
SELF LED ACTIVITIES 1 HOUR £33 PER HOUR (£60)				
GRASS SLEDGES	PEDAL KARTS	NIGHT LINE	MEGA BALL	BEAVER CREEK
NATURE KIT			SWIMMING POOL (Own lifeguard required)	
INFLATABLES:	SUMO SUITS	BATTLEZONE	EQUALISER	BODY ZORBS
PIONEERING EQUIPMENT AVAILABLE FREE OF CHARGE				

Activity prices shown are discounted rates for charities, prices in (£) are commercial rates. Prices Valid until 31/03/2018.

Our friendly and experienced staff will be happy to assist you throughout your visit please do not hesitate to contact us for advice or assistance with programming your stay.

### **CONFIRMING YOUR BOOKING**

To confirm your provisional booking return the booking form along with deposit. Deposit required is a minimum of 25% of the hire charge or £50, whichever is the greater sum. For substantial bookings we may request a larger deposit. Upon receipt of your booking form and deposit you will be welcome to add on any activity requirements to your booking, additional deposit is not required for activities however bookings will be subject to cancellation charges as stated in the T&C's. We will send a booking confirmation to you, please check this to ensure all details are correct and inform us immediately of any amendments you may require. We accept payment by cash, cheque, card and bank transfer.

### **GENERAL INFORMATION**

We want your stay to be as relaxing and enjoyable as possible. Please do not hesitate to ask us if you require any assistance or find something not to your satisfaction. We have a store of additional items that may be of use if you require extra or have forgotten to bring something along, just ask a member of staff and we will be happy to help.

Gas, tables,

We provide the following items toilet roll, hand soap and hand towels. Bed linen is also available at an additional cost. For self-catering guests not on a package you may want to consider the following items not provided; cleaning solutions, tea towels, first aid and refuse sacks. Please note pets are not permitted on the site.

### **ARRIVAL**

Upon arrival all guests are asked to report to Reception where you will be shown to your campsite or accommodation. You will be issued with accommodation keys any relevant information. Please encourage lift shares to assist with traffic management. Equipment drop offs at camp sites are permitted providing vehicles are not driven on the grass, parked considerately and returned to the main car park. Vehicles are not permitted to remain on the on the campsite. At busy events we may operate a one way system and overflow car park please follow the directions provided. We encourage a fire drill for guests hiring accommodation.

**Driving on the campsite fields will incur a reinstatement fee on the final bill.**

### **DEPARTURE**

Please advise us of your intended departure time in order that we may inspect the facilities. You will be expected to leave the facilities in a clean and tidy state, a cleaning fee will be charged if the facilities are not left in an acceptable state. Please inform us of any damage or breakages in order we may rectify this prior to our next guests. Please ensure you return any keys prior to departure. Any outstanding balance is due to prior to departure and should be paid at reception.

Please be aware activity slots fill up quickly, we recommend you book well in advance to ensure your needs are met. Please contact us with your groups age range, abilities, aims and learning outcomes and we will be happy to compose a program tailored to your needs.

**ACTIVITY TIMINGS**

Activities begin at 10:00 and run every 1.5 or 1 hours until 17:00. Specific activity lengths are detailed on the booking form. Lunch runs from 13:00 till 14:00 when activities resume and conclude at 17:00. It is possible to book self-led activities over lunch and in the evening which conclude at 21:00. Session times include fitting of equipment and returning equipment to stores, please arrive prepared and in plenty of time. Please contact reception upon arrival to arrange activity meeting places. Guests on an activity package shall have an agreed activity program with flexible timings including an evening program.

**ACTIVITY REQUIREMENTS** *the following minimum requirements will apply to activity bookings*

MINIMUM AGE 5+	MINIMUM AGE 8+	MINIMUM AGE 10+	MINIMUM AGE 14+
Maximum group numbers on activities is 8 unless otherwise agreed with the Centre management.			
NATURE KIT	BODY ZORBS	CRATE CLIMB	SHOOTING (RIFLE)**
INDOOR CLIMBING	RAFT BUILD	ORIENTEERING	MOUNTAIN BIKING***
EQUALISER	SURVIVAL SKILLS	TEAM CHALLENGES	CANOEING(OFFSITE)
GRASS SLEDGES	CLIMBING	LAZER TAG	KAYAKING(OFFSITE)
NIGHT LINE	ABSEILING	BATTLEZONE	CLIMBING(OFFSITE)
SUMO SUITS	CANOEING	PEDAL KARTS	ABSEILING(OFFSITE)
BEAVER TRAIL	POLE CLIMB	PIONEERING	MOUNTAIN BIKING***
BEAVER CREEK	KAYAKING		(OFFSITE)
WATER WALKERZ	ARCHERY		PARADROP*

\*There is a 14stone/89kg weight limit on the Paradrop. \*\*Participants must be able to cock the rifle unaided. \*\*\*Participants must be able to cycle unaided. Bikes are small adult size, participants must be able to reach the ground and pull the brakes comfortably.

**ACTIVITY SUPERVISION**

**Duty of care shall lie with the group leaders at all times.** Instructors shall be responsible for all matters of safety and instruction. It is expected that group leaders are responsible for disciplinary matters and endorse an acceptable standard of behaviour at all times. Instructors reserve the right to prohibit participation and cease an activity where necessary and no refund will be due. Self-led activity rules and guidance must be signed for from reception prior to activity. It is the group leader's responsibility to ensure consent for the agreed activities from parents/guardians, and activities are compliant with their organisation's requirements.

**ACTIVITY PREPARATION**

It may be necessary to alter activity programs, in this case we will offer an alternative activity where possible. Please ensure you are appropriately dressed and prepared for the activity and weather or you will not be permitted to participate. Warm clothes, waterproofs, sun cream and midge repellent should be worn as necessary. Do not bring valuables to activities. For activities requiring helmets; hats must be removed and long hair tied back in a low pony tail. **YOU MUST HAVE ANY REQUIRED MEDICATION WITH YOU AT ALL TIMES AND INFORM YOUR INSTRUCTOR OF ANY RELEVANT INFORMATION WHICH MAY AFFECT YOUR PARTICIPATION.** We are happy to adapt activities to cater for additional support needs, please let us know in advance if this is required. Upon confirming your booking we will issue a recommended clothing and equipment list, all safety equipment will be provided.

**OFF SITE ACTIVITIES**

You will be required to provide transport to and from the venue. The centre operates a mini bus with capacity for 16 passengers subject to availability, activity location will be agreed in advance with centre and subject to your group's needs, we reserve the right to alter the venue at any given time. For guests on a package offsite activities are available at an additional cost of £10 per person per day.

We are registered with the Adventurous Activities Licensing Authority. License No: R1520

1. The hirers of buildings must at all times provide adequate and satisfactory supervision of their group and hired facilities.
2. The hirers shall be liable for payment of **all** charges arising out of any damage to, or loss of, property and/or equipment as a result of misuse or neglect, such charges being assessed by Clyde Scouts whose decision in the matter shall be final and binding. Incidents should be reported immediately.
3. Cancellation charges are payable in accordance with the following scale, where the party making a booking subsequently cancels it: -
  - a. twelve weeks' notice or more - deposit lost or whole fee payable if less than £50;
  - b. twelve to six weeks' notice - either 50% of the fee payable or deposit lost whichever is the greater sum or whole fee if less than £50;
  - c. less than six weeks' notice - either 75% of the fee payable or deposit lost whichever is the greater sum, or whole fee if less than £50.
  - d. Activity cancellations will be charged at the full amount where cancellations are made with less than 48hours notice.
4. All groups are asked to take every care to conserve water, electricity, gas and heating oil, by closing doors and windows and turning off unnecessary lights and taps.
5. Boiler rooms, gas stores and electric cupboards / fuse boxes are **out of bounds** to **all members** of the hiring party. **Any** defects in the heating systems, electrics etc. must be reported to Centre Staff.
6. a) **Prior to the building being vacated, the leader of the hiring party will:**
  - i. advise Reception of their intended departure time and arrange for the premises to be inspected before departure;
  - ii. ensure that the building is thoroughly cleaned in accordance with the information detailed on the cleaning lists (available from Reception). Mops, brushes and vacuum cleaners are provided for use, however it is the responsibility of hiring groups to provide other cleaning materials. A cleaning charge will be payable if the building is left in an unsatisfactory condition.
7. b) **Prior to departure from your Campsite, the leader of the party will :**
  - i. advise Reception of their intended departure time and arrange for the campsite to be inspected before departure;
  - ii. Ensure that all refuse is placed in the main centre wheelie bins (beside shop), clean out and return altar fires, return any hired or borrowed equipment and douse all fires.
8. We strongly recommend that you perform a Fire Drill as laid out on the information card of your accommodation.
9. Please return the building keys to Reception at the end of your stay. A charge will be levied for lost keys.
10. Charges;
  - A weekend rate is payable for any period between 18:00 Friday and 16:00 Sunday
  - Midweek bookings are charged per 24 hour period, extra hours shall incur a further 24 hour period charge.
  - Sunday lets can be booked by pre arrangement with centre management from no earlier than 20:00
  - Package bookings are based on an on-site activity programme only, offsite activities will incur a £10pppd supplement.
  - A free leader place is included with every 10 participants on a package, extra places will be charged accordingly.
  - A cleaning charge will be payable if the building is left in an unsatisfactory condition.
11. A minimum deposit of 25% of the hire charge or £50, whichever is the greater sum, must accompany booking applications. Where booking fees are less than £50 the whole fee is payable.
13. All cheques should be made payable to Clyde Scouts. Only payments in £ Sterling are acceptable in default of which, a surcharge of 10% is payable over and above the exchange rate notified by our Bankers on the date payment is made. We accept payment by cash, card, cheque, or by bank transfer by prior arrangement. A 2% charge is payable on credit card payments.
14. Any notice of cancellation must be given in writing to Auchengillan Outdoor Centre, Blanefield, Glasgow, G63 9BA. Such notice should be sent by Recorded Delivery Mail, otherwise proof of posting cannot be accepted as proof of receipt.