



STUDY DAY BOOKING FORM

Please use block capitals, thank you

STUDY DAY TITLE	STUDY DAY DATES
NUMBER OF PLACES REQUESTED	

Title and Name	
Email address	
Address	
Postcode	
Telephone (Home & Mobile)	
How did you hear about us? (optional)	
Title and Name of Guest(s)	
Email of Guest(s)	
Would you like to receive our newsletter?	

FURTHER INFORMATION (if applicable) – MAIN PARTICIPANT	
Would you like to join the group for the meal? (please refer to event details to see if the meal is optional or included)	
Menu choices (if applicable)	
Drink choices (if applicable)	
Dietary requirements / allergies/ food intolerances	
Coach pick up point (if applicable)	
Is there any other information we ought to know?	

FURTHER INFORMATION (if applicable) – GUEST	
Would you like to join the group for the meal? (please refer to event details to see if the meal is optional or included)	
Menu choices (if applicable)	
Drink choices (if applicable)	
Dietary requirements / allergies/ food intolerances	
Coach pick up point (if applicable)	
Is there any other information we ought to know?	

I have read and agree to the booking conditions* relating to this study day on behalf of all included on this form, and enclose the sum of(cheques should be made payable to <i>Art History in Focus</i>)	<u>Signature and Date:</u>
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Please return your completed booking form with payment to:

Art History in Focus

PO Box 613, Walton-on-Thames
Surrey, KT12 9FR

Email: info@arthistoryinfocus.com

How to secure your booking

You may wish to contact us before booking to check that places are available. The study day booking deadline is usually 4/5 weeks before the event, but this may vary. Study day places are limited, so please book early if keen! Friends and family are always most welcome: please use a separate sheet to detail any further guests you would like to bring.

Once your booking has been accepted, we will notify you by email (please provide a current email address). If you do not use email, please enclose a S.A.E. to receive confirmation by post. Payment may be by cash or cheque; please make cheques payable to “*Art History in Focus*”. Normally we will not need to send you any further information, so please just bring the tour details and email confirmation with you on the day, as well as a copy of your menu/drink choices if applicable.

We regret we are unable to offer refunds on unused places, but these may be transferred to someone else for the study day you have booked – please advise us if you wish to do so.

* Please refer to our website for a full list of terms and conditions, which can be downloaded if required.