

# Westcott Barton Events & Retreats

Westcott Barton, Middle Marwood, Nr. Barnstaple, Devon, EX31 4EF  
enquiries@westcottbarton.co.uk

## Event/Retreat Booking Form

Once complete, please email this form to enquiries@westcottbarton.co.uk

Course Title: **From Sketchbook to Canvas with Melanie Cambridge**

Course Date/s: **Monday 16th June - Friday 20th June 2025**

Please note all courses at Westcott Barton begin each day at around 9.30am and finish at around 5pm, this is inclusive of a lunch break. Tea and coffee making facilities are provided during the day.

Name:

Address:

Postcode:

Telephone Number:

Email Address:

DOB:  /  /

The full price for the event/retreat is variable depending on the type of accommodation. Please select your choice from the options below:

### **INTRODUCTORY OFFER**

Single occupancy in secure room, with own bathroom facilities - **£765pp**

Single occupancy room or shared room (twin or double), but sharing bathroom facilities

(minimum booking for two and both must be participating in the retreat) - **£720pp**

Non-participating partners sharing a course participant's room are welcome at **£450** per person and includes meals. This option is subject to availability. Please indicate if this applies to you: Yes      No

The following information is required for room allocation purposes:

Age:       Gender (please select): Male       Female

\*Please provide details of friend/partner below:

Name:

Address:

Postcode:       Telephone Number:

Email Address:

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Please note arrival time is 15:00 on day of arrival and departure time is 10:00 on day of departure.

A deposit of £100pp is required at the time of booking. The balance is to be paid 8 weeks prior to the start

For attendees cancelling due to any reason connected to COVID-19, be it travel restrictions, isolation periods or lockdown, please see our Cancellation & Refund Policy.

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**Please provide details of any medical conditions:**

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**Please outline any special dietary requirements:**

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**Emergency Contact Name:**

**Emergency Contact Phone Number:**

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I am arriving by train and would like to discuss collection from local train station for additional fee

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**Please let us know how you would like us to keep in touch with you regarding any future events/retreats. Please select any applicable from the options below:**

Via post  Via phone

Via email  Via SMS

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I confirm that, to the best of my knowledge, all the information provided is correct:

**Signed**

**Name (PRINT):**

**Date:**

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### **Cancellation & Refund Policy**

*Under normal circumstances the £100.00pp deposit which is required at the time of booking, is non-refundable. This policy is subject to Westcott Barton's sole discretion.*

*Depending on Government guidance, it may be necessary to cancel an event/retreat at short notice due to COVID-19 restrictions. We will notify you of any such cancellation as soon as reasonably possible. If COVID-19 is the reason for the cancellation of an event/retreat all amounts paid will be refundable (subject to an agency fee if applicable e.g. booked through EventBrite).*

*Our aim is to offer you as much flexibility and confidence in planning as possible. Should Covid-19 affect your booking by way of lockdown measures, isolation periods or illness we can offer you a full refund OR the opportunity to transfer booking to another retreat if spaces are available.*

*This is an exceptional circumstances refund policy during the pandemic.*

*If the event/retreat is cancelled due to lack of participation then the amount paid will be a full refund OR the opportunity to transfer booking to another retreat, subject to availability.*

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## Payment Details

*By Bank Transfer (preferred) -*

*Bank: Lloyds*

*Account Number: 23945 268*

*Sort Code: 30 90 78*

*Account Name: Westcott Barton Leisure Ltd*

*Reference: Your Name*

*Please make cheques payable to: Westcott Barton Leisure Ltd*

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*Once complete, please email this form to [enquiries@westcottbarton.co.uk](mailto:enquiries@westcottbarton.co.uk)*

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We look forward to welcoming you to Westcott Barton.  
If you have any questions, please do not hesitate to contact us.

