

## Group Booking Form

Name of customer/organisation/Ref no.	
Name of contact person	
Contact telephone number	
Contact mobile number	
Contact email address	
Date of visit	
Time of visit	
Number in group	
<b>Type of visit - Guided/ Self led / Roof Tour</b> <b>At Exeter Cathedral, we are writing a new chapter: an ambitious project, designed to make sure that we are here for generations to come. As we embark on our next phase of conservation and improvement work, you may find access restricted in some areas of the Cathedral. However, fascinating Guided Tours of the Cathedral will still be available and we will ensure there are viewing points to all areas – so you can watch this historic work in progress.</b>	
If Guided, what is your preferred language	
<b>Entrance charge per person:</b>  <b>Floor Tour</b> Guided* - £6.00 Unguided - £5.50 <b>Language Schools</b> Guided - £4.50 Unguided - £4.00 <b>*Please note we cannot guarantee guides; if we are unable to secure one for you the tour will revert to unguided with a free self-guide leaflet or a booklet (£1.50 p.p.)</b>	
Payment Method (please indicate)	Cash on arrival, Credit Card, Invoice Request

### Important Notes for Your Guide

Our toilets require an access code which is available from the Welcome Desk and by the exit door

For emergencies or late arrivals

Welcome Desk: +44 (0)1392 345970    Office Monday – Friday 9am – 5pm only: +44 (0) 1392 285983

Please present your group on arrival at the Welcome Desk and provide the group leader with a copy of this form, including final number of group members.

You will find our shop inside the Cathedral and our catering van on the West Front. Proceeds from both of these enterprises go towards securing the future of the Cathedral

**There is a short (2 minute) prayer on the hour, every hour, where we ask everyone to be still – please make sure your group is aware.**

**Please check our full Terms & Conditions before booking –**

Payment can be made by invoice after the visit has taken place, please ensure your group leader signs off a voucher or form for the final number in your group. Payment should otherwise be made via cash or credit card on the day. Please note that we do not accept cheques. If you haven't already done so and wish to set up an invoice, please fill out your details below.

### Invoicing

<b>Customer/Organisation</b>	
<b>Address</b>	
<b>Email address for invoice</b>	
<b>Contact name</b>	
<b>Telephone number</b>	
<b>Do you require us to show an order number on your invoice</b>	

**Name:** \_\_\_\_\_ **Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_