

### **Confirmation of Booking/Terms & Conditions**

We will require you to supply the following information:

Date:

Number of persons:

Conditions & Requirements (i.e. transport, food, medical information)

#### **Number of persons**

*a) if minimum numbers are required*

please confirm two weeks prior to the programme whether minimum numbers will be met; otherwise the booking will be regarded as confirmed based on the details above.

b) please confirm number of people one week prior to the programme; otherwise the booking will be regarded as confirmed base on the number of persons above.

#### **Cancellation Fees**

Cancellation of this booking within 14 days of the due date will incur a cancellation fee of 5% of the total booking cost. A per person cancellation fee of 30% will incur if number of persons participating in the programme is lower than confirmed.

#### **Payment & Bank Account Details**

Please pay the total cost as stated above by (specified date). You can send a cheque (addressed to, WIO Outdoors RD2 Upper Moutere) or pay by direct debit (please contact us for these details).