Booking Guidance (Girlguiding Groups)

Enquiries about bookings for Guideacres can be made at any time during the year.

Booking enquiries from Girlguiding East Yorkshire groups for the following calendar year have preference until 31st October of the current calendar year. After this date all bookings are taken on a first come, first served basis.

Camps

1. Check availability by sending a completed site booking enquiry form to the booking secretary and agree dates and site(s) for your camp.
2. The dates will be held for you as a provisional booking for 14 days whilst you pay the non-returnable deposit.
3. With confirmation of your booking you will receive further information, key collection options, and a site and activity fees remittance form to be returned with payment of the balance and any activity costs.
4. The balance of the site fees must be paid 14 days before the start of your camp.
5. Any activity costs must be paid no later than 14 days after the end of your camp.

Sleepovers in The Den

1. Check availability by sending a completed site booking enquiry form to the booking secretary and agree dates for your sleepover.
2. The dates will be held for you as a provisional booking for 14 days whilst you pay the non-returnable deposit.
3. With confirmation of your booking you will receive further information, key collection options, and a site and activity fees remittance form to be returned with payment of the balance and any activity costs.
4. The balance of the site fees must be paid 14 days before the start of your sleepover.
5. Any activity costs must be paid no later than 14 days after the end of your sleepover.

Day / evening bookings

1. Check availability by sending a completed site enquiry form to the booking secretary and agree dates and buildings / site(s) for your visit.
2. If your booking is for a **small group (less than 50 participants)**, no deposit is payable unless you wish to book The Den for your visit.
3. If your booking is for a **large-scale event (50 or more participants)**, the date will be held for you as a provisional booking for 14 days whilst you pay the non-returnable deposit.
4. With confirmation of your booking you will receive further information, key collection options, and a site and activity fees remittance form to be returned with payment of the balance and any activity costs.
5. The site fees and any activity costs must be paid no later than 14 days after your visit.

Activities

An activity booking enquiry form can either be sent at the same time as the site enquiry form or after booking is confirmed and nearer to the date of your visit.

As with site bookings, activity bookings are taken on a first come, first served basis and subject to availability of instructors as needed.

Please note:

You may not be the only group on site, so please be prepared to share the facilities.

Payments can be made by either bank transfer or cheque. Details from the booking secretary. Please use the booking number provided as a reference for your payments.

A fortnight before your visit, contact the booking secretary to confirm arrangements for collecting and returning the keys from / to a key holder. Please return the keys within 48 hours of your visit.

Remember to advise your commissioner that you are planning an event away from your unit meeting place and complete a REN form if your event involves an overnight stay.