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| --- | --- |
| A picture containing text  Description automatically generated | **GROUP BOOKING FORM** |

Thank you for requesting a group visit.

Please note that group bookings are given priorities on Mondays (other days, evenings and weekends by special arrangement - please email.

We would suggest a minimum of 2 hours. We can tailor the activities to fit your group.

You may wish to extend your visit to a whole day by combining your visit with a Town Walk, which can be provided by Faversham Town Walks.

We can comfortably accommodate 30 people per visit.

We have a group space next to the Visitor Information Centre to complete activities tailored to your group.

We also have a lunchtime space in the Guildhall, if you book a whole day.

If you wish to book a group with children, please see our Schools Page and download the School Booking Form: https://favershamcharters.org/for-schools/

For us to confirm this booking please fill in the form and return it to:  
  
Fiona Palmer, Town Hall, 12 Market Place, Faversham, ME13 7AE  
fiona.palmer[@favershamtowncouncil.gov.uk](mailto:louise.bareham@favershamtowncouncil.gov.uk)   
01795 503286

**GROUP BOOKING FORM**

|  |  |
| --- | --- |
| Name of Group (if applicable): |  |
| Contact Name: |  |
| Contact Details:  Email  Tel No |  |
|  |
| Preferred Date of Visit: 1st Choice  2nd Choice  3rd Choice |  |
|  |
|  |
| Preferred Times of Visit: AM  PM  Whole Day |  |
|  |
|  |
| Focus Interest of Group: |  |
| Group Size: |  |
| Any special needs or requirements? |  |
| Are lunchtime facilities required? |  |
| Would you be interested in hearing about a town walk to accompany your visit? |  |

**On the day of your visit:**

-Please arrive 10 minutes before your allotted time.

-We will be taking photos for use on our website and social media, please ensure you have a list of people who MUST NOT have their photos taken.