

# Group Booking Form 2023

- Group prices are based on a minimum of 15 people (excluding group leader); for groups of less than 15 the cost per person will increase accordingly. There are no cancellation fees for the entrance and tour element of a booking. However, where catering is required, we do request that menu choices and dietary requirements are notified no later than 2 weeks before the date of the visit. You will be liable for the catering element of your booking if cancellation occurs after that time. Although we will do everything we can to accommodate late arrivals, we reserve the right to cancel or amend any tours or catering arrangements should this become necessary.
- The grounds are fully accessible but there are gravel paths (uneven in places) and areas of lawn which may be difficult for wheelchairs users. There is a 10-minute walk from the coach park to the House entrance, and there is limited access to the upper floors of the House due to uneven steps and spiral staircases. We can offer a pre-booked talk option, subject to availability, on Penshurst and its story, if a tour of the house is not considered viable for your group. Please see our website for full accessibility information.
- Complimentary visit for one group leader.
- Complimentary visit and refreshment voucher for coach driver.
- Unless stated otherwise, tours last approximately one hour.
- If there are children in your group, please contact us for prices.
- Final confirmation of your visit will be sent approximately 3 weeks prior to your arrival.

## Contact Details

Name of organisation	
Name of company contact	
Company contact's telephone number	
Email	

## Group Details

Date of visit	
Number of adults (excluding leader & coach driver)	
Time of arrival	Approximate time of departure
Language spoken	
Is there an accompanying group leader? If yes, name of group leader & contact number	

**Accessibility:** leave blank if not applicable. This is vital information for us, especially for guided tours.

How many group members will be making use of a wheelchair or motorised equivalent?	
Are there any further accessibility issues within your group that we should be aware of?	

**Transport Details:** please note maximum dimensions of entrance for coaches is 3.8m x 2.4m.

Single-decker coach	Double-decker coach
Minibus	Individual cars

Select your Visit Options overleaf.

## Visit Options (Open Season)

Tour Type - Please use the last column to tick for selected tour and specify the time required where applicable.	Per Adult	Add Time
<b>House &amp; Gardens non-guided visit</b>	£12.00	
<b>Gardens only non-guided visit</b>	£11.00	
<b>Private Guided House Tour: <i>Between 9.30am - 11.00am OR at 3.30pm</i></b>	£14.00	
<b>Guided Garden Tour: <i>Between 10.30am - 4.30pm</i></b>	£14.00	
<b>Combined House and Garden Tour:</b> <i>Specify House Tour time between 9.30am - 11am OR at 3.30pm</i> <i>Specify Garden Tour time between 10.30am - 4.30pm</i>	£22.50	
<b>Connoisseur's Tour:</b> a combined House & Village Church Tour. <i>Specify House Tour time between 9.30am - 11am OR at 3.30pm</i> <i>Specify Church Tour time between 10.30am - 4.30pm</i>	£22.50	
<b>Head Gardener's Tour:</b> subject to availability. Allow 2 hours. <i>*Plus additional £150 for the group</i>	£14.00*	
<b>'In the Footsteps of the Tudors' Tour:</b> a combined visit to Penshurst Place and Hever Castle. <i>Morning <u>House</u> Tour or <u>Garden</u> Tour at Penshurst Place, specify tour time between 9.30am - 11.00am</i> <i>Also specify arrival time at Hever Castle for non-guided visit.</i>	£28.00	
<b>'Connections and Collections' Tour:</b> a combined visit to Penshurst Place and Chiddingstone Castle. Available Sunday - Wednesday only. <i>Morning <u>House</u> Tour or <u>Garden</u> Tour at Penshurst Place, specify tour time between 9.30am - 11.00am</i> <i>Also specify arrival time at Chiddingstone Castle for non-guided visit.</i>	£23.00	

## Catering Options

If you wish to add any of our catering options to your visit, <a href="#">please tick here</a> and complete the accompanying Group Tours Menu.	
--	--

## Visit Options (Winter & Christmas)

<b>'Winter Behind the Scenes' Tour:</b> the housekeeping staff demonstrate their conservation work during a private House Tour. Includes arrival at the private entrance and seasonal refreshments around the fire in the medieval Baron's Hall. Available weekdays during November and December only.	£22.50	
<b>'Christmas at Penshurst' Tour:</b> arrival at the private entrance, mulled wine around the fire in the decorated medieval Baron's Hall, before a private House Tour featuring old traditions and customs. Finishing up with either a traditional 2 or 3 course Christmas lunch in a medieval banqueting room. Available weekdays in December only for <b>30 people minimum (max 50)</b> .		
Christmas Tour with 2 course lunch	£43.00	
Christmas Tour with 3 course lunch	£50.00	

### Please select:

Payment by cash, card or cheque (payable to Penshurst Operating Partnership) on arrival:

OR

To be invoiced after visit: