



WINTERBOURNE HOUSE AND GARDEN

Group visits

Groups can enjoy a guided tour or a self-led visit. Guided tours take approximately 1 hour 15 minutes and cover the botanic garden. The house is accessible to all parties; we are unable to guide around the house due to the size of the rooms but visitors are welcome to explore on their own.

Why not make a day of it and visit the nearby Barber Institute of Fine Arts? One of the UK's most prestigious small European art collections housed in one of the city's finest Art Deco buildings.

Opening times

January – March/November – December 10am – 4pm weekdays, 11am – 4pm weekends

April – October 10am – 5.30pm weekdays, 11am – 5.30pm weekends

Booking a group visit

To ensure that your visit to Winterbourne goes as smoothly as possible and to check availability, we would request that you pre-book your visit. Please also note the following:

- Groups consist of a minimum of 15 visitors and we are only able to cater for a maximum of 53.
- The group leader and coach driver (if applicable) have free admission.
- Bookings are confirmed once your group has received a confirmation letter/email from Winterbourne.
- Final numbers for the visit and catering requirements must be given to the hospitality team at least seven days before your visit.
- When booking a tour please advise us of any mobility issues so the tour may be tailored to your needs.

Payment methods

A non-refundable deposit must be paid with your completed form to confirm your booking. The deposits are: £50 for a visit, £100 for a weekday tour or £120 for an evening/weekend tour. The catering deposit should be separate to the admission deposit, this is **£119.25**. Cheques should be made payable to 'University of Birmingham'. Major credit cards and debit cards are accepted via telephone or in person.

Parking

We have a car park adjacent to the main drive, which has around 40 spaces, along with limited spaces next to the house including three blue badge parking spaces. Whilst coaches may drop off and pick up groups from Winterbourne, we do not have parking facilities for coaches on site. There is an area for coaches a short drive away. Please note that the driveway to Winterbourne is quite small and coach drivers may find it easier to reverse down the drive. Due to health and safety regulations there will be no staff members available to help reverse on to the busy road.

Access to house and garden

Every effort is made to ensure that our visitors with disabilities are able to enjoy their visit to Winterbourne. Most areas of the garden are accessible by wheelchair and those with walking difficulties may borrow one of the mobility scooters for garden use. There is a lift to the first floor of the house and a disabled toilet in the house reception. Please note whilst wheelchairs are permitted in the house, mobility scooters and larger electric vehicles are not, due to the historic fabric of the building. For more information on access, visit our website winterbourne.org.uk.

Catering

If you plan on joining us for lunch we urge you to pre-book a delicious lunch to enjoy in the comfort of our dedicated group space, the Old Tool Shed, as The Terrace Tea Room has limited seating and is very popular all year round. Lunch is served from 12pm and pre-booked lunches are available April to September. The Terrace Tea Room is open from 10am weekdays/11am weekends and closes 30 minutes before the garden. For groups of more than 30 who decide not to book the Old Tool Shed, we ask that you stagger lunches to avoid queues. All food is freshly prepared and we aim to serve all orders within 20 minutes, on busier days this will be longer.

Directions

By Road

Follow signposts for University of Birmingham, nearer campus follow signs for Winterbourne Botanic Garden or enter B15 2RT into sat nav systems.

By Rail or Bus

The nearest station is University, for train times see www.nationrail.co.uk. The 98/99 National Express bus service stops along Edgbaston Park Road, for bus times see www.nxbus.co.uk.

Bag storage/cloakroom

Unfortunately we are unable to provide storage for bags/coats etc, please ensure anything you will not be using is left in your vehicle/coach as we are unable to store it for you.

Suitable clothing/footwear

Please ensure all members of your party wear appropriate clothing/footwear as there are uneven surfaces in the garden and the weather can never be guaranteed.

On the day of your visit

We like to greet all groups on arrival to welcome you and give an introduction to the site; we ask all members of your group to stay on the coach (if applicable) or to meet outside the front of the house – please take care of the cars in the car park. A member of our team will then meet you there at the specified time. The group leader must pay any outstanding balance at the shop before entrance to the site.

Group Booking 2017

Last entry is 45 minutes before closing. We advise visitors to check the website for up-to-date opening times and other event details before visiting as information may be subject to change.

Name of group/organisation	
Proposed date of visit	
Proposed time of arrival/departure	
How will you be travelling to Winterbourne?	
Name and address of group organiser	
Email address	
Telephone number(s) inc mobile on the day	
Alternative contact name and number	
No. in group (excl group leader and coach driver)	
How did you hear about Winterbourne?	

Group admission

Visit (during Winterbourne opening hours only)	Ticket Price	No. of people	Total cost
Group rate admission per person	£5		£

Guided Tour of Garden (includes admission)					Ticket Price	No. of people	Total cost
Tours are available as follows, tick the tour you wish to attend:							
Weekday	10am <input type="checkbox"/>	11am <input type="checkbox"/>	2pm <input type="checkbox"/>	3pm <input type="checkbox"/>	£10		£
Weekday evening (April – September)	6pm <input type="checkbox"/>	7pm <input type="checkbox"/>			£12		£
Weekend (April – September)	11am <input type="checkbox"/>	2pm <input type="checkbox"/>			£12		£
Total cost of guided tour							£

Catering

The group catering menu options are overleaf.

Groups that pre-book their catering are assigned a dedicated space to enjoy their lunch. Please note that pre-booked lunches are only available in peak season, April – September, for a minimum of 15 and maximum of 53 people.

Should your party not wish to pre-book their food, please indicate your intention to use The Terrace Tea Room. This does not guarantee seating in the tea room and priority is not given over other visitors who may be using the facility at the time. Our tea room is rather cosy and the weather can never be guaranteed, so we make the best of our space by encouraging groups to take their lunch earlier or later in the day, either around 12pm or 2.30pm (we also recommend staggering your group's entry to the tea room to cut down on queues and wait times).

Our group wishes to use the tea room at _____ for lunch refreshments

Group Catering

Time of lunch: _____ Number in group: _____

For **£7.95 per person** we offer a healthy and filling range of self-service salads and savouries comprising a mix of both meat and non-meat options, any further dietary requirements should be listed below. Bread rolls, tea, coffee and water are included free of charge. Our lunch provision is seasonal, reflecting the wonderful produce that is available at different times of the year.

Although we cannot tell you in advance exactly what your lunch will be, we can give you some examples of the types of lunches we provide:

Sample Menu 1:

Mushroom Quiche
Sausage Turnovers
Pork Pies
Potato Salad
Tuna Pasta Salad
Chickpea Salad
Green Leaves

Sample Menu 2:

Tomato and Basil Quiche
Sausage Turnovers
Pork Pies
Mediterranean Vegetable Salad
Greek Salad
Chicken Salad
Green Leaves

Additional extras such as cake and juice can be added at an additional charge, please discuss this with our hospitality team.

If there are any dietary requirements state them here: _____

Options are subject to change due to supplier restrictions.

Total Cost of Admission: _____ Amount paid as deposit: _____

Total Cost of Catering: _____ Amount paid as deposit: _____

I confirm that all the details I have provided are correct and I understand that any changes must be notified to Winterbourne before arrival.

Signed _____ Date _____

Completed booking form to be posted to:

Hospitality Team, Winterbourne House and Garden
University of Birmingham, 58 Edgbaston Park Road
Edgbaston, Birmingham B15 2RT.

Or email: winterbournehospitality@contacts.bham.ac.uk

For more information see winterbourne.org.uk or please contact the Hospitality Department:

Tel: 0121 414 3003, email: winterbournehospitality@contacts.bham.ac.uk

Office hours are Mon – Fri, 9am – 5pm.

Please send separate cheques for admission and for catering, cheques should be made payable to University of Birmingham.

Office use only

Booking for received		
Group deposit received		
Food deposit received		
On system		
Confirmation sent		
Final numbers received		
Outstanding balance		