



Group visits

Groups can enjoy a self-led visit or a guided tour (subject to availability). 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 also 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 10.30am – 4pm

April – October 10.30am – 5.30pm

Booking a group visit

To ensure that your visit to Winterbourne goes as smoothly as possible please first check availability with the team. Please also note the following:

- We ask that groups pre-book their visit.
- 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.
- A deposit is required to confirm your booking. Upon receipt of the booking form and deposit, Winterbourne will send a confirmation email (or letter if requested).
- Final numbers for the visit and catering requirements must be given to the hospitality team at least ten 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 is subject to your lunch option and should be separate to the admission deposit. 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. Use of the scooters is subject to availability and although we cannot guarantee to reserve them, please notify us if you plan to use one. There is a lift to the first floor of the house and a disabled toilet in the house reception.

Catering

If you plan on joining us for lunch we urge you to pre-book a delicious buffet 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 10.30am and last service is 30 minutes before Winterbourne closes. We ask groups who decide not to pre-book their food to stagger their lunches to help reduce queues.

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 and X64 National Express bus services stop along Edgbaston Park Road. Buses are also available to the A38 Bristol Road from the city centre. 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 2018

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	
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 (subject to availability; price includes admission)	Ticket Price	No. of people	Total cost
Tours are available as follows, circle the tour you wish to attend:			
Weekday (*April – September only)	11am 2pm 3pm*	£10	£
Weekday evening (April – September)	6pm 7pm	£12	£
Weekend	12pm 2pm	£12	£

Catering

The group catering menu options are overleaf.

Groups that pre-book their catering are assigned a dedicated space to enjoy their lunch; please contact at your earliest convenience to check availability. 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. 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 stagger their entry to the tea room to cut down on queues and waiting times.

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

Group Catering

Time of lunch: _____ Number in group: _____

Winterbourne offers four pre-bookable lunch options; a mixed buffet or a sandwich selection, both available with or without tray bakes. All options include tea, coffee and water free of charge. **Please choose only one of these options for your whole group.**

Mixed Buffet (£8.50 per person)

Contains the following items, subject to variation:

Slice of meat
Tuna mayonnaise
Slice of quiche
Buttered new potatoes
Feta and olive salad
Coleslaw
Mixed salad
Roll and butter

A selection of tray bakes can be added to your buffet for an additional **£1.50** per person

Sandwich buffet (£5.25 per person)

A selection of sandwiches and crisps will be provided.

Typical sandwich fillings include:

Cheese
tuna mayonnaise
ham

A selection of tray bakes can be added to your buffet for an additional **£1.50** per person

Lunch option (select one)	Price per person	No. of people	Total cost	Non-refundable deposit required
Mixed buffet	£8.50			£127.50
Mixed buffet with tray bakes	£10			£150
Sandwich buffet	£5.25			£78.75
Sandwich buffet with tray bakes	£6.75			£101.25

Please note that we are happy to accommodate dietary requirements, but do require advance notification. If you are aware of any dietary requirements state them here:

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.

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

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

Please note that the hospitality team is often busy away from the desk, so do please leave a message if your telephone call is not answered.

Office use only

Booking form received	
Group deposit received	
Food deposit received	
On system and confirmation sent	