



WINTERBOURNE
HOUSE AND GARDEN

Group Visit Enquiry Form

For 2021, we are offering two packages for group visits as seen below:

CLEMATIS	WALLFLOWER
<ul style="list-style-type: none">• Meet and greet• Admission for the group• Garden tour Only available Monday - Friday	<ul style="list-style-type: none">• Admission for the group
<i>15 – 50 visitors</i>	<i>10 – 50 visitors</i>
<i>£12 per person</i>	<i>£6 per person</i>
<i>£180 deposit required</i>	<i>£60 deposit required</i>

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 must consist of a minimum of 15 visitors and 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.
- If booking a tour please advise us of any mobility issues so the tour may be tailored to your needs.
- For the Wallflower package, the group organiser will be provided with an information upon arrival.
- Please speak to a member of the hospitality team about visiting the house.

Payment Methods

A non-refundable deposit must be paid with your completed form to confirm your booking. The deposit amounts are based on your package, detailed above. A member of the team will call when your form is received to process payment via credit cards or debit card. Please note that Winterbourne is currently not accepting cash for any transactions. Please pass this information along to your group members.

Catering

We are not offering pre booked food for 2021 as there is still a lot of uncertainty over what will be allowed and available. The Terrace Tea Room will be available either as take away or for seated lunch depending on the restrictions in place at the time of your visit.

The Terrace Tea Room is open from 10.30am and last service is 30 minutes before Winterbourne closes. We ask groups booked on the Wallflower or Clematis package to stagger their lunches to help reduce queues. The Terrace Tea Room currently only accepts card payments.

Opening Times

January – March / November – December: 10.30am to 4pm.

April – October: 10.30am – 5pm.

Group Booking 2021

Last entry is 30 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	
Proposed date of visit	
Proposed time of arrival / departure	
Number in group	
Method of transport (coach/by foot etc.)	

Name of group organiser	
Address of group organiser	
Email address of group organiser	
Organiser mobile phone number	
Alternative contact name and number	

Chosen package						
Tour time, if applicable (please circle)	11.00 / 14.00 Tours available Monday – Friday only					
Lunch time, if applicable (please circle)	<table border="1"><tr><td>12.00</td><td>12.30</td><td>13.00</td><td>13.30</td><td>14.00</td></tr></table>	12.00	12.30	13.00	13.30	14.00
12.00	12.30	13.00	13.30	14.00		
Dietary requirements, if applicable:						
Deposit required						
Total payment required						

Additional information regarding parking, access, directions and other considerations can be found overleaf.

Contact details collected on this form will be used in connection to your group visit to us and are only kept on file for one calendar year following your visit.

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.

Additional Information

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. We have limited onsite coach parking for one coach per day. 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: 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.

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: 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.

Directions by road: Follow signposts for University of Birmingham, nearer campus follow signs for Winterbourne House and Garden or enter B15 2RT into Satnav systems.

Directions by rail: The nearest station is University, for train times see www.nationrail.co.uk. The quickest way to us from the train is to take a left outside station, cut straight through the campus following signposts for The Barber Institute and then take a left up Edgbaston Park Road when you

Directions by bus: The X20, X21 and X22 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.

UNIVERSITY OF
BIRMINGHAM

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