



Invoice No:

GOLDFIELDS CAMP SCHOOL

Booking Confirmation Form

SCHOOL /GROUP NAME				
ADDRESS				
PHONE NUMBER				
GROUP LEADER				
MOBILE PHONE NUMBER				
EMAIL ADDRESS				
ADDITIONAL GROUP CONTACT (NAME AND MOBILE NUMBER)				
CATERING REQUIRED	YES/NO			
TRANSPORTATION (Fill in 1 column only)	TRAIN/BUS:	BUS ONLY:		
	YES/NO	HOW MANY BUS DRIVERS?: BUS COMPANY:		
DATE OF ARRIVAL:	DATE OF DEPARTURE:			
TIME OF ARRIVAL:	TIME OF DEPARTURE:			
GROUP DETAILS	STUDENTS		ADULTS	
	M:	F:	M:	F:
STUDENT DETAILS	AGE:		SCHOOL YEAR:	
LINEN HIRE? (Sheets, towel and pillow case \$5.00 per set)	YES NO (You must bring your own)		(Please delete one)	

The supervision of students at all times whilst at the Goldfields Camp School is the booking group's responsibility. The Club/organisation appoints a Co-ordinator in Charge to act as the authority whilst on camp. The Co-ordinator in Charge needs to tick the boxes below along with the Club President and is responsible for:

- Coordinating rosters and routines for students to tidy dorms and Toilet area's
- Set and clean up before and after meals.
- Ensure all camp participants treat all camp school staff with courtesy and respect.
- Ensure all students are supervised at all times, this includes planned activity, free time and club organised activities.
- The carry and administration of group/team-supplied first aid kit.

In signing this booking form you are accepting the above conditions and responsibilities. Any damage caused to our facilities will be charged accordingly to the group. Please call the Manager, Ray Foxon, personally should you have any queries.

Co-ordinator's Name:		Club President Name::	
Signature:		Signature:	