

FOR OFFICE USE  
Promotional Code:

Invoice No:

VPS Code:

Room:

## YOUR DETAILS

Title	First name	Email
Surname		Telephone home
<input type="checkbox"/> Male <input type="checkbox"/> Female		Work/mobile
Address		Nationality (Please check your VISA requirements)
		Special needs/Mobility/Other - (Please provide brief details or supply a letter with your booking form)
Postcode	Country	Dietary needs
Date of birth		How did you hear about this course?

## Data Protection Promise

We respect your privacy and will not sell your details. We will use this information to carry out our obligations arising from your booking with us, to notify you about changes to our courses and to seek your feedback. For details of how we use data please refer to our Privacy Statement [www.westdean.ac.uk/privacy](http://www.westdean.ac.uk/privacy).

I'd like to receive news on future courses and events by email  Yes  No

I'd like to receive a postal copy of the new brochure  Yes  No

I'd like an email notification when the new brochure is online  Yes  No

I'd like my confirmation  Emailed  Posted

## COURSE DETAILS

 Please refer to each course listing in brochure for fees

Courses	Course code	Course/lecture title	Dates	Cost (£)
1st course				
2nd course				
3rd course				

## ACCOMMODATION

 Accommodation required?  No  Yes (please indicate your preferred room type and enter costs in the table below)

	1st course	2nd course	3rd course
Annexe room with ensuite shower (Easter and Summer Holidays only)	Single occupancy <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard room with ensuite or adjacent private bathroom	Single occupancy <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Twin occupancy (see below) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Superior room with ensuite bathroom	Single occupancy <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Twin occupancy (see below) <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For twin occupancy: please state the name of the person you will be sharing with

If they are attending a course, please state the code  
(a separate booking form must be completed if they're attending a course)

If they are attending on a resident only basis (non-student) please add £80.40 per night (dinner, bed and breakfast) if sharing a Standard room and £93.60 per night (dinner, bed and breakfast) if sharing a Superior room.

## PAYMENT

### CARD DETAILS

Please charge my card below with:

Full fee or  Deposit of £130 (I authorise West Dean College to take the final balance six weeks before the course start date, using the card details supplied)

BY CHEQUE (payable to 'The Edward James Foundation Ltd')

Full fee or  Deposit of £130

I agree to the Terms and Conditions on pages 66 and 67 or online at [www.westdean.ac.uk/study/short-courses](http://www.westdean.ac.uk/study/short-courses).

Signature \_\_\_\_\_ Date \_\_\_\_\_

Sub-total 1st course (incl. accommodation)

Sub-total 2nd course (incl. accommodation)

Sub-total 3rd course (incl. accommodation)

## TOTAL

Card number

Security code  (three digit code on the reverse of the card)

Valid from  Expiry Date

Issue number  (if applicable)

Name (as it appears on the card)