



# Booking Form & Bank Transfer Details

**Name/Title of Workshop / Retreat :**

**Dates of Workshop / Retreat :**

**I first heard about Joy Hicklin-Bailey's work from :**

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Your Name ..... No of people .....

Address .....

.....

..... Post Code .....

Telephone Home ..... Work ..... Mobile .....

Email .....

**Please tick all boxes that apply.**

## Payment calculation and booking form

a) Course Deposit ..... x (No. of people) .... = .....

b) Course Fee ..... x (No. of people) .... = .....

plus single room supplement ..... x (No. of people) .... = .....

less discount ..... x (No. of people) .... = .....

less deposit already paid ..... x (No. of people) .... = .....

**Total amount payable :** .....

**Payment** (also see page 2 for details)

I have paid by electronic bank transfer

I am enclosing a Cheque

I have paid by PayPal transaction

I wish to pay by instalments (overseas residential retreats only) – please send me details

I have read, and acknowledge and agree to the conditions of booking the retreat/course/group (see page 3 of this document). I understand my contract for any accommodation on any retreat or workshop is with Angling Travel Ltd unless I have booked direct with the retreat centre (latter applies to UK only)

I understand that the deposit is non-refundable unless my place can be filled.

I am interested in a personal breakthrough session (4 hours) with Joy before or after the retreat : please send me more details

Signature ..... Date .....

# Methods of Payment



## **IMPORTANT :**

**Please email Joy ([joy1@secretgarden.eu.com](mailto:joy1@secretgarden.eu.com)) ASAP with the following details IN ADDITION to sending the booking form by post:**

Course name, dates  
Your name  
Number of people  
Amount and method of payment

This ensures that we know exactly how many people are booking on each workshop, and can also safely track any money you have sent. Places are strictly limited for everyone's enjoyment and benefit. We will NOT know you have booked without it!

Please note the times for due payment of balances. These should be made at least **eight weeks** before the start of the workshop. If you are making a booking after this date, then the full fee is payable

### **1. Electronic Bank Transfer**

For convenience and speed, to guarantee your place, we would prefer you use the **electronic bank transfer** which is free of charge. It can be done usually by phone to your bank, or at the branch, or for some banks through your internet account website. Just give them all details, with your name as reference on payment.

Details of account to be credited :

Account : Joy Hicklin-Bailey  
Account number : 06392039  
Sort code 09-01-27, address  
Bank : Abbey Bank PLC, PO Box 382, Prescot Street, London, E1 8RP

Please ensure that your name is clearly quoted as your reference on the bank transaction.

### **2. Cheque**

Cheques to be made out to **Angling Travel Ltd.**

Your contract for retreat accommodation is with Angling Travel Ltd whichever method of payment is used. If you are paying a deposit, you can also enclose a postdated cheque for the balance for your convenience. **Please remember to include your name and address/telephone number with any postal booking payments - some people have been so keen to book that they forgot those little details!**

### **3. PayPal online transaction**

We offer the option to pay workshop deposits ONLY, (not balances) through PayPal and we pay the paypal charge (4.5%) ourselves for deposits. Full payment of whole balance incurs a 4.5% transaction fee for us and you will need to add 3% to your total as a contribution to that.

"Every time I work with you, I return home freer, more in touch with myself." Jill Allen, Bristol

We will send you a confirmation, information and directions by email on receipt of your booking. If this is a present please let us know who it is for and what the occasion is and we will post a gift card to them if you wish.

Details valid Oct 2008 : please check our website for any updates

## Terms and Conditions

General terms and conditions for Secret Garden workshops and retreats

**Validity** : these terms and conditions are correct at time of writing, and may change from time to time. Please check the current terms and conditions before making a booking.

**Cost** : see website or phone for details of course fees. Residential course fees include accommodation in the retreat centre (shared rooms) and breakfast. Single accommodation is available at some retreat centres on payment of a supplement (approx. £199). Please check details of what is provided (accommodation, meals) for any course on our website or by emailing us.

**Travel** : you are responsible for your own travel arrangements to and from the retreat centre. Flights to overseas retreat centres are available from most major UK airports are very good value if you book early. Cars are readily available for hire from the destination airport. Please check visa requirements with your travel agent. We are available on the phone or by email to support you in your travel preparation.

**Booking** : A place can be reserved by paying a deposit or the full course fee (see above for details of methods of payment). A detailed information pack will be returned to you on booking.

**Balance Payment** : The full balance is due at date advised in your booking information.

**Discounts** : There is usually a discount for early booking - see website or phone for details of when this applies. If you have attended before, there is a further discount for week-long retreats. We also usually offer a discount for two or more people booking together. Please contact Joy for details.

### Additional terms and conditions

All participants take full responsibility for their own safety and psychological well-being and their personal property while travelling and during the Retreat / Workshop, and no responsibility is taken by Joy Hicklin-Bailey or Angling Travel for any loss, accident, damage, injury or irregularity due to the negligence of the centre or persons rendering any services during the period of the Retreat.

Joy Hicklin-Bailey and Angling Travel reserve the right to make changes in the itinerary or accommodation without notice if rendered necessary because of unpredictable situations arising and to refuse to retain a participant in a retreat group if conditions warrant it or if deemed necessary for the comfort or safety of participants, without refund. Joy Hicklin-Bailey and Angling Travel reserve the right to increase the cost of the Retreat / Workshop in the event of rises in accommodation or travel costs or currency fluctuations. Any price increases (which are unlikely) will be kept to a minimum. Your personal holiday insurance is your own responsibility and you undertake to provide a photocopy of your current policy when paying your balance.

All monies paid are completely secure, and in the event of us cancelling the workshop for reasons beyond our control you will be fully reimbursed. Should you decide to cancel your booking, notification must be in writing by registered post to the address below. The full fee will be retained less than 15 weeks before the Retreat so do take out travel insurance in good time.

Any questions, phone Joy on **01452 813241** or **07866 470238**.

Please send your booking form and payment to :

Joy Hicklin-Bailey  
Mayfaire, Slad Valley, Nr Painswick, Gloucestershire, GL6 7QD,  
United Kingdom  
joy1@secretgarden.eu.com