

OUTDOOR EDUCATION GROUP RESERVATION FORM

Tel: 604-986-2261 x215 Fax: 604-986-2267 EMAIL: outdooredsales@mountseymour.com



Welcome to Mount Seymour! In order to reserve your group booking, please complete this form and return it via fax or email. Your deposit is retained if you cancel 72 hours prior to your group's scheduled program. Once your group booking is received you will be contacted via email to confirm your booking. **Please use your invoice number in all correspondence!**

GROUP INFORMATION :

Name of Group: _____
 Mailing Address: _____
 City: _____
 Postal Code: _____
 Contact Person/Group Leader: _____
 Phone (work): _____
 Phone (home/cell): _____
 Fax: _____
 E-mail: _____

PROGRAM DATE

PROGRAM TIME

Please note arrival time must be 1/2 hr (minimum) before snowshoe tour commences

ARRIVAL TIME

PARTICIPANT INFORMATION:

Please note every 11th participant is free of charge.
 Please also note the different prices based on age categories, program and day of the week.

Snowshoe Program	
Total #s	Price
Senior (65+)	
Adult (19-64)	
Student (19+)	
Youth (13-18)	
Child (6-12)	
Tot (5-)	
Total Participants	

Credit Card # _____
 Expiry Date _____ A \$100 deposit will be charged on the day of confirmation.
 Name on Card _____

OFFICE USE ONLY			
Date Booked:	Initial		
Invoice#:	IT		
Group Type:			
Entered In:	Hill	George	
Entered In:	SS Cal	SP Cal/AI Copy	
Entered In:	Res	Conf Ltr	
Needed?	Yurt/EP	Tob Reg/Tub Wai	
Conf/Pkg Sent:			
Deposit Taken:		Receipt Sent	
Sales Report			
Reminder Sent:			
Pass Range:			
Invoiced:	Total	\$	

OTHER ACTIVITIES:

**Snowtubing:	Total #s	Time	Price	
Tobogganing:	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	** Minimum height requirement for tubing is 48 inches
Yurt:	Time	Would you like to know more about our catering service? Yes / No		
EP Room:	<input style="width: 80%;" type="text"/>			

OTHER:

How are you traveling to Mount Seymour? Private Vehicle / Private Bus / Mt Seymour Shuttle

Will your group be having lunch in the cafeteria? Yes / No

If yes, will your group be bringing in their own lunch or buying lunch? Bringing Own Lunch / Buying Lunch

Any special requests? _____

Today's Date: _____ Signature: _____

PLEASE FAX OR EMAIL THIS FORM AT LEAST 1 WEEK PRIOR TO PROGRAM DATE



Group Sales Department
1700 Mt Seymour Road
North Vancouver BC V7G 1L3
Ph: 604-986-2261 Ext 215
Fax: 604-986-2267
Email: outdooredsales@mountseymour.com
www.mountseymour.com

Outdoor Education Group Booking Information & Terms

Booking Information:

- Please note 10 minimum participants are needed in order to qualify for group rates.
- Every 11th person is free for every ten paid!
- Groups must book at least 7 days in advance of program date to allow time for guide scheduling.
- Once you are ready to book, please submit a completed Reservation Form via email or fax to the Group Sales Department. Estimate, as best as you can, the maximum number of people in each age category for each program. It's better to estimate a bit higher than lower as Mount Seymour cannot guarantee additional availability of guides or rentals for participants added at the last minute.
- Once we have received and processed your Reservation Form you will be sent a confirmation email.

Please note your booking is not complete until you have received a confirmation email.

- 72 hours prior to your activity day you are required to confirm your final group numbers and participant details. Please note if less than the confirmed numbers participate, invoicing will still reflect the numbers confirmed prior; if more than the confirmed numbers participate, the invoice will reflect the higher actual participant numbers.
- We advise that your group arrives at the Snowshoe Adventure Centre (SAC) 30 minutes prior to your program start time so you have plenty of time to check-in, organize your group and be assigned rental equipment.
- If necessary, cancellation must be made 72 hours in advance of your program to receive your deposit back.
- If at anytime you need to update your booking information, or if you have any questions, please call 604-986-2261 Ext 215 or email outdooredsales@mountseymour.com.

Payment- Please make sure you read thoroughly:

- A \$100 deposit will be charged to your credit card on the same day your confirmation is sent. This deposit will be subtracted from your final invoice. Your final payment is charged to the previously supplied credit card the day following your completed program.
- Groups who have pre-arranged to pay by organization or company cheque must ensure their \$100 deposit cheque is received 1 week prior to their program date. All final payments must be paid within 30 days of your group visit to avoid a late payment surcharge of 5% for each month overdue. All cheques should be made payable to 'Mount Seymour Resorts'.
- All payment receipts, deposit or final payment, will be mailed to the address provided on the reservation form immediately after the payment is processed.
- Deposits will be refunded if cancellation is received at least 72 hours prior to your program day, or if Mount Seymour is temporarily closed due to weather conditions.

Weather:

- Mount Seymour is an alpine environment and as such, weather conditions can change at any time. Unless we close for severe weather all programs will run as usual - even in the rain!
- Please call the Snow Phone (604-986-2261 Option 1) before you leave on the day of your trip to check current weather conditions.
- We recommend all guests who drive to Mount Seymour have winter tires and/or snow chains. Please also ensure you allow enough time to drive up to the top of the mountain as weather conditions can lengthen drive times.
- Please note we run a shuttle bus from the bottom of the hill (by the A&W in Parkgate Village) if you don't want to drive. Details regarding our shuttle bus schedule can be found at www.mountseymour.com.