

Please return a copy of this form to the centre.

We recommend that you visit the centre to discuss your event at the earliest opportunity. This will give us the time to understand what you would like to achieve and will give you a chance to understand what we can offer.

This page is left blank so that notes can be added at that meeting.

# Beaudesert

## Outdoor Activity Centre



### LARGE EVENTS, CAMPS AND FESTIVALS

#### ENQUIRY FORM

##### Contact Details

<b>Contact Name</b>	
<b>Group or Organisation</b>	
<b>Age Range</b>	
<b>Telephone Number</b>	
<b>Email Address</b>	

##### Your Event, Camp or Festival

<b>Date From</b>	
<b>Date To</b>	
<b>Anticipated Numbers</b>	

**Beaudesert Outdoor Activity Centre**

Cannock Wood, Rugeley, Staffordshire, WS15 4JJ

Telephone: 01543 682278

Email: [info@beaudesert.org.uk](mailto:info@beaudesert.org.uk)

Website: [www.beaudesert.org.uk](http://www.beaudesert.org.uk)

Please provide your initial thoughts for each area below:

<p><b>Buildings Required</b> How will these be used?</p>	
<p><b>Preferred Campsites</b></p>	
<p><b>Activities</b> Which do you require? How do you want sessions to run? Do you want us to provide additional 'bought in' activities?</p>	
<p><b>Days Out</b> When, and where?</p>	
<p><b>Entertainment</b> Any suggestions or ideas. Think about who will provide and run them and any timings you have in mind.</p>	

<p><b>Catering</b> Would you like us to provide this - we can provide a meal deal.</p>	
<p><b>Transport and Car Parking</b> Who will manage the parking? How many vehicles do you anticipate?</p>	
<p><b>What budget do you have in mind, per person?</b></p>	
<p><b>Set Up and Clear Down</b> How much time before and after the event will you require. Will your event have an impact on the campsites?</p>	
<p><b>Any other thoughts or suggestions</b> Consider additional equipment, marquees, and anything else not already listed.</p>	