**GROUP BOOKING FORM FOR ADULTS**

**Groups of 15 people or more** are required to **pre-book with at least one week’s notice.** Please return your completed booking form to us using the e-mail or postal address at the bottom of this form. We reserve the right to refuse entry to any groups who have not pre-booked. See our website for current entry charges: [www.botanic.cam.ac.uk](http://www.botanic.cam.ac.uk)

---

**Day & date of visit:** ……………………………………………………………………………………………………………………………………………………………
**Arrival time:** ………………………………………………………………………………………………………………………………………………………

**Number of adults in group:** ………………………………………………………………………………………………………………………………………
**Departure time:** …………………………………………………………………………………………………………………………………………………

**Arriving at:**

[ ] Brookside Gate (off Trumpington Road & coach drop-off) [ ] Station Road Gate (on Hills Road)

---

**Group/organisation name:** ………………………………………………………………………………………………………………………………………

**Contact name:** …………………………………………………………………………………………………………………………………………………
**Telephone number:** ………………………………………………………………………………………………………………………………………

**E-mail address:** …………………………………………………………………………………………………………………………………………………
**Mobile number of group leader on day of visit (if different):** ……………………………………………………………………………………………

**Postal address:** …………………………………………………………………………………………………………………………………………………

---

Wheelchairs or mobility scooters, can be pre-booked (subject to availability) by contacting Enquiries on Tel. 01223 336265 (Mon-Fri, 9am-1pm, 2pm-4.30pm)

**Do you plan to visit our café?** YES / NO

All groups must pre-book by contacting the café on 01223 763425 or by e-mail at [info@thegardencafecambridge.co.uk](mailto:info@thegardencafecambridge.co.uk)

---

**Interested in a Guided Tour?** YES [ ]

Please complete this section if you would like to book a Guided Tour as part of your visit. Tours last for 90 minutes and provide an overview of the Garden and its history. These must be pre-booked with at least one-month’s notice. Please see our website for more information and the current tour fees.

*A non-refundable deposit of £30 for groups of upto 30, or £60 for groups of more than 30, is required 1 month in advance, to secure your tour booking. Payment may be made by credit card or by cheque made payable to “University of Cambridge.”*

Deposit enclosed: (£30 / £60) *delete as applicable. Preferred tour start time & location: …………………………………………………

**Tell us about any accessible needs and/or special interests your group may have:** …………………………………………………………………………………………………………………

---

**Please tell us where you found out about bringing a group to the Botanic Garden:**

[ ] CUBG Leaflet [ ] CUBG Website [ ] Social Media [ ] Personal recommendation

[ ] Advert in: ………………………………………………………………………………………………………………………………………
[ ] Other: ………………………………………………………………………………………………………………………………………

---

**Please return to:**

Admin Office, CU Botanic Garden
1 Brookside, Cambridge CB2 1JE
E-mail: admin@botanic.cam.ac.uk
Telephone: 01223 336265

**FOR OFFICE USE ONLY**

Date received:
Date confirmation sent:
Noted on calendar: 

Cambridge University
Botanic Garden

Version 1 2023