



Candlebark Farm Enquiry Form (we are for groups of 40 to 112)

To check costs and availability of dates for your camp/retreat, please fill in this form (* Required)

In filling out this form, you acknowledge that groups are required to bring their own first-aid kit and a vehicle for emergency transport of ill campers. We also strongly recommend that you check families have ambulance cover.

DETAILS	Name of Organizer*		
	Email*		
	Group Name*		
	Address		
	ABN (if you have one)		
	Nature of stay eg, school camp, music camp, meditation retreat, etc.*		
	phone	mobile	
NUMBERS	Maximum numbers that could attend-(affects room allocation) Children		Adults
	What number do you expect to actually come, Children*		Adults*
	General age range/year group attending camp		
	How long does your camp/retreat run for*	DAYS	NIGHTS
DATES	Preferred dates (or date-range)*		to
	Alternative dates if preferred date is not available		to
	Approx Times, Arrival*		Depart*
ABOUT YOUR STAY	Is this a Swap Over camp or will the whole group stay for the period?		Swap What Day?
	Are you planning a Healesville Sanctuary Stopover? <i>(make it a Wednesday if you can.)</i>		What Day?
	Do you require the standard price or packaged price? <i>For school groups we can provide a packaged price and full program assistance which includes transport, entry to Healesville Sanctuary and instructor numbers geared to the number of children attending.*</i>		
CATERING	<i>Note: Self catering is only possible when a food safety qualified person is in charge of the meals and kitchen.</i>		
	Self catered (SC) or Fully catered (FC)*		
	(Bringing your own lunch the first day is more economical) First Meal*	Last Meal*	
OPTIONAL EXTRAS	For schools, most of the activities can be run by your leaders with at least 1 adult leader per 10-13 children. For a full list of activities, please refer to our Candlebark Campsite Booklet . Spice things up with our optional extra Instructor led Adventure Activities . Normally these are run only on the second day but since the maximum turnover for the Super Swooper is 78 students per day, larger groups will require a few more sessions on a morning or afternoon of another day (at no extra cost for larger groups).		
	Please select the optional extras you would like and when and we will provide costings per person, a minimum of 40 applies even if you have fewer		
	(90kg weight limit applies, best with two groups over two sessions) 2 Instructors for 500 m Super Swooper		
	1 instructor for Archery		
	Great inclusion if your numbers exceed 60 1 Instructor for Canoeing		
	Great inclusion if your numbers exceed 80 (70kg weight limit applies) 1 instructor for Flying Fox		
	1 lifeguard for Swimming Pool		
	Instructor to lead camp activity normally run by your staff (note, your staff are still required to supervise the group) Extra Instructor		
	<u>Duty Groups</u> are required to assist at meal times, however for an extra \$7.00 per person per meal, we will take over the duties.		
	Do you require us to provide linen (extra \$12.00 per person) <i>Please note, beds are not made up, we provide a towel and linen for participants to make their own bed. (In minimum lots of 10).</i>		How many sets?
BUDGET	We know price is important to you and if you have a budget to meet, please indicate the range so that we can try to meet or beat it. Please indicate if it includes transport or not and whether you would like us to ask the local bus company to provide a quote.		Your Budget per person for the whole period?
			Does it include transport?
			Would you like a transport quote?
Please, where did you here about us?		I've Been before (which group?)	
		Word of mouth (from whom?)	
		Internet Search (which one?)	
		Mailout from Candlebark (date?)	
COMMENTS	Please note: This form is a work in progress and may not be the same as others. This is Version 0.101		