



White Rock  
St Peter Port, Guernsey  
Channel Islands, GY1 2LN

Tel: +44 1481 724059  
Email: [groupbookings@sarkshippingcompany.com](mailto:groupbookings@sarkshippingcompany.com)  
[www.sarkshippingcompany.com](http://www.sarkshippingcompany.com)

## GROUP BOOKING FORM

Valid for period 25.10.09 to 30.10.10 inclusive

Group Name: \_\_\_\_\_

Type of Organisation: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact telephone no: \_\_\_\_\_

Contact email: \_\_\_\_\_

Address for correspondence: \_\_\_\_\_

\_\_\_\_\_

Date of visit to Sark: \_\_\_\_\_

Sailing time from Guernsey: \_\_\_\_\_ From Sark

Number of Adults: \_\_\_\_\_ @ £21.00p return each

Number of Children \_\_\_\_\_ @ £10.50p return each

Number of Infants: \_\_\_\_\_ @ FOC

Number of dogs: \_\_\_\_\_ @ £10 return each

Total value of booking: £ \_\_\_\_\_ Deposit amount enclosed: £ \_\_\_\_\_

Please return your completed form to Isle of Sark Shipping Company Ltd by email, post and we will contact you by return to confirm travel arrangements and arrange payment of your deposit.

### TERMS & CONDITIONS

All Group bookings are subject to our normal terms and conditions of carriage of passengers plus the following:

**RESERVATIONS, PAYMENT & TICKET ISSUE:** In order to receive the Group Travel fare for groups of 21 persons or more, the booking must be made at least 7 days in advance of the day of travel and all persons must be travelling on the same sailings for both outward and return journeys unless otherwise agreed with IOSS. Acceptance of the booking is subject to availability and receipt of a deposit of £100 or 10% of the total booking fee (whichever is the greater). Balance of payment must be made no later than 7 days prior to date of travel. Group Bookings for 12 to 20 persons can be made online by visiting [www.sarkshippingcompany.com](http://www.sarkshippingcompany.com) All written booking confirmations must be exchanged for valid tickets by calling into the Guernsey or Sark office at least 25 minutes

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prior to your sailing time. Passengers should arrive at the departure point at least 15 minutes before the scheduled sailing time; vessels cannot be boarded without the passenger holding a valid ticket issued by the Company.

**DEPARTURE POINTS:** Guernsey departure point is inter island quay St Peter Port and Sark departure point is La Maseline Harbour.

**SURCHARGE:** We reserve the right to apply a surcharge to any of our fares.

**INFANTS & CHILDREN:** Infants are aged 0 to 2 years. Children are aged 3 to 15 years inclusive. We reserve the right to ask for proof of age.

**UNACCOMPANIED CHILDREN:** We regret we are unable to carry children under the age of 11 years unless they are accompanied by an adult, parent or guardian.

**TICKET CHANGES:** Passenger vessel tickets can be changed up to 30 minutes before departure. An amendment fee of £2.50 per ticket is payable for any changes to your booking which alters either date or time of travel.

**CANCELLATIONS & REFUNDS:** Cancellations made more than 30 days before date of travel will receive a full refund less a £10.00 administration fee. Cancellations made between 7 and 29 days before departure date will receive a refund of 75% of total fare paid. Cancellations made between 1 and 6 days before departure date will receive a refund of 50% of total fare paid. No refunds are made for cancellations made on day of departure or when passenger fails to sail as booked.

**LUGGAGE:** Passengers are allowed to carry up to 25kg of personal luggage free of charge. Excess luggage may be accepted, subject to space availability, and will be charged at the passenger vessel freight rate. CAMPING equipment, MUSICAL instruments, FILMING and RADIO TRANSMITTING equipment, COMMERCIAL SAMPLES, SURF & WINDSURFING BOARDS are charged at passenger vessel freight rates and we reserve the right to transfer such items to the next available freight vessel sailing. For Health & Safety Executive (HSE) purposes the company operates a single bag policy of 25 kg.

**SAILING TIMES:** Whilst every effort is made to sail to our published timetable, delays due to weather & tidal conditions, operational reasons, and congestion in the Harbours at Guernsey & Sark do occur; onwards travel should be arranged bearing this fact in mind. We reserve the right to cancel or change the times of sailings due to adverse weather conditions or operational reasons. If such a change or cancellation is made the £2.50 Administration fee is waived and refunds will be issued for cancelled tickets.

**DISABLED PERSONS:** Due to the design of the Company's vessels, we do not have facilities for disabled passengers on board. Access for embarkation and disembarkation of the vessels in both Guernsey and Sark is via a number of steps and, because of the large tidal range of the Channel Islands, this can be anything up to 3 landings of approximately 25 steps per landing. For insurance reasons Company staff are unable to carry wheelchair bound passengers up or down the steps and on or off its vessels. Company staff will give assistance to disabled persons who are able to walk up or down the steps.

**GROUP TRAVEL:** This fare is available to groups of 12 or more persons travelling on the same sailing. Groups of up to 20 persons can be booked online. Groups of 21 persons or more can only be booked by completing a Group Travel application form; a deposit must be paid at the time of booking.

**STUDENT CONCESSION:** This is a concession for Sark residents aged 16 to 24 inclusive who are in full time education. An ID card will be issued upon submission of a completed application form together with a passport sized photograph, proof of age and a letter of confirmation from the university or college which they attend, giving details of the full time courses for which they are studying. Application forms are available at the Sark and Guernsey offices or can be downloaded online.

**ANIMALS:** Dogs may be carried on all vessels, subject to the Captain's discretion and must be accompanied by an adult and kept on a lead at all times. All other animals must be accompanied and contained in a carriage box suitable for pets. The company reserves the right to charge passenger vessel freight rates for the carriage of animals in a carriage box. Passengers travelling with animals are responsible for the actions of those animals.

**INSURANCE:** Passengers should take out adequate travel insurance to cover cancellation, delays, loss or damage to personal effects.

**PROHIBITED ARTICLES:** Merchant Shipping (Dangerous Goods) (Amendment) Rules 1979 prohibit the carrying of certain articles, i.e. explosives, gases, radioactive or magnetic materials, flares, fireworks etc. Firearms must be declared before boarding the vessel and will be stored in a separate location on the vessel.

**ALCOHOL:** The Company reserves the right to refuse passage to any person who is or appears to be under the influence of alcohol or drugs.

**BICYCLES:** We do not carry bicycles on passenger vessel sailings. Please contact the Guernsey office on 01481 724059 to arrange shipment of bicycles on scheduled freight boat sailings.

**COMPENSATION:** Compensation is not offered by the company.

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