

Key Release and Fun Passes 2017

Please complete this form for every guest who is going to be using your holiday home. This will authorise the reception team on park to release your keys and/or issue passes to them.

Owner details

Name		Contact no.		Account no.		Pitch no.	
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Holiday details

Lead Booker name		Contact no.		Arrival date		Departure date	
Home address							

Key release

Please release my keys to the guest shown above from am/pm (There will be a key handling charge of £3.50 for this service).

I do not want to use the key handling service

Owners' signature

I confirm the above holidaymakers/guests are authorised to use my holiday home on the dates shown above:

Signature:		Date:	
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Passes required

	Duration	Holiday dates	Individual prices		2 bed passes (up to 6 people)	3 bed passes (up to 8 people)
			Adult (aged 16+)	Child (aged 4-15)		
Peak	7 nights	31 March – 20 April 26 May – 1 June	£32 QUANTITY <input type="text"/>	£16 QUANTITY <input type="text"/>	£118 <input type="checkbox"/>	£152 <input type="checkbox"/>
	Short break (3 or 4 nights)	21 July – 31 August	£27 QUANTITY <input type="text"/>	£13 QUANTITY <input type="text"/>	£102 <input type="checkbox"/>	£130 <input type="checkbox"/>
Off peak	7 nights	All other times	£23 QUANTITY <input type="text"/>	£11 QUANTITY <input type="text"/>	£91 <input type="checkbox"/>	£115 <input type="checkbox"/>
	Short break (3 or 4 nights)		£19 QUANTITY <input type="text"/>	£9 QUANTITY <input type="text"/>	£78 <input type="checkbox"/>	£99 <input type="checkbox"/>

Total amount: Passes £: Key release £: Total £: Paid £: Date:

Guest names

1		5	
2		6	
3		7	
4		8	

What to do next

Owner <ul style="list-style-type: none">Send a copy to the reception team at least 4 weeks prior to the holiday start date. You can pay by credit or debit card over the phone or send a cheque with this formSend a copy to your holidaymaker/guest prior to their arrival	Holidaymaker/guest <ul style="list-style-type: none">Please bring your copy of this form with you on arrival and we will have your keys and passes ready for you
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For park use only

Have all health and safety requirements been met and checked by park? **Yes/No**

Keys or passes will not be released unless the holiday home has up-to-date gas, flue and vent, electricity and PAT test certificates.

Form completed by (team member name):		Date:	
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