

ENCOUNTER DELEGATES GUIDELINES

Terms and Conditions

Keep a copy of this page for your reference

1 Registration Form

- > Complete the registration form and provide all the information requested
- > Look carefully for the "Coach", "Diet", "Special Needs" and "Payment" details.

2 Payments

- > The Encounter fee is £ 20.00 pounds (£ 40.00 with coach). To register you need to send a minimum NON REFUNDABLE deposit of £ 20.00 pounds.
- > The minimum deposit is NON Refundable and NON transferable.
- > Full payment should be completed by 6 September 2019

3 Cancellations and Transfers

- > Accepted if submitted TWO weeks prior to the Encounter.
- > Considered if UNFORESEEN circumstances prevent attending the Encounter, and needs to be approved by management or / and Senior Minister's Office.
- > Transfers are considered individually, and are subject to:
 - An administrative charge equivalent to the minimum deposit of £ 20.00 pounds.
 - Full transfer of payment would only be possible if the Encounter becomes fully booked and someone else takes the place.
 - The coach booking is NOT transferable, unless it is full and someone else takes the place.

4 Transport - Coach Service

- > Coach service is arranged only if the number of requests make it economical to hire a coach.
- > Coach service request **should be clearly stated writing down "YES"** in this form's appropriate box.
 - Late coach booking requires a separate form.
 - Read the terms and conditions for coach booking
- > If you are making your own travel arrangements, plan journey to:
 - **The Europa Gatwick Hotel, Balcombe Road, Maidenbower, CRAWLEY, RH10 7ZR**
 - Hard copy of directions to the venue will be provided upon request or pick it up one at reception.
- > Train information: www.nationalrail.co.uk , **British Rail on 08457 484950** for timetable-prices-tickets.
 - Journey is from London Victoria Station to **THREE BRIDGES (Southern Train to Portsmouth)**
 - Check for special offers (eg. 4 traveling together, pay only for 2; confirm with National Rail)
 - You will need a Taxi from THREE BRIDGES Station and costs between £ 5.00 - £ 10.00Taxi telephone No. 01293 922 811

5 Preparation

- > Ensure that you are prepared to make the most of the encounter. Talk to your cell leader about it.
- > Start praying / fasting for a life changing Encounter with the Lord.
- > Please bring along
 - Your bible, notepad, pens
 - Toiletries for your staying (tooth brush, soap, shampoo, etc)
 - Clothing for the weekend
- > Towel and linen are provided by the Centre.

6 Cell Leader commitment (if you are not paying in full at the time of registration)

- > I, _____, as cell leader of _____
 - Give my full support that (s)he could attend the Encounter
 - I am also willing to take full responsibility for any debt may arise.
 - You could contact me at the address provided below.
 - I agree with the terms and conditions detailed above.

Confirming my commitment, I sign this form

Name	_____	Signature	_____
Address	_____		
Address	_____	Teleph	_____
City	_____	Date	_____
	Postcode	_____	