



Group Visit Booking Request

EVERGLADES HOUSE & GARDENS

To request a group booking please complete this form and email to everglades@nationaltrust.com.au

VISITOR INFORMATION			
Group name:		Group size (minimum 20):	
Contact name:			
Contact email:			
Contact phone:			
Contact name and phone details on the day (if different from above):			

BOOKING DETAILS			
Day:		Date: / /	
Estimated arrival time:		Everglades House & Gardens is open 10am–4pm, Monday, Wednesday, Thursday, Friday, Saturday and Sunday. Last entry 3pm	
Estimated departure time:			

GROUP VISIT OPTIONS (please select one)	Price per person	Number of people (minimum 20)
<input type="checkbox"/> HOUSE & GARDEN RAMBLE: Self-led visit of house and gardens (allow 60 minutes) Experienced guides will give you an introduction and then you are free to discover the house and gardens on a self-guided visit using the Visitor Guide provided. Includes access to the Gallery.	\$15	
<input type="checkbox"/> STEP INSIDE: Guided house tour and self-led visit of gardens (allow 45 minutes) Explore this remarkable house on a guided tour with one of our knowledgeable guides, then allow time for a self-guided stroll through the gardens using the Visitor Guide provided. Includes access to the Gallery. House Tour bookings are at set times and days which are subject to change. Current times can be found on our website or by phone enquiry.	\$25	
<input type="checkbox"/> DEVONSHIRE TEA: In the tea rooms Devonshire Tea can be enjoyed in our stunning tea rooms which are located within Everglades House. Enquire with us about catering. Must be booked in advance. Maximum group size is 30.	\$15	

ACCEPTANCE OF TERMS & CONDITIONS		
As representative of the above group, I confirm that I have read and accept the terms and conditions outlined in the Group Visit Guide.		
Print Name:		Signature:

IMPORTANT INFORMATION	
Booking confirmation	Not all tour options are available every day the property is open. Your booking and a schedule for your visit will be confirmed in writing.
Payment	Invoices will be issued for all payments. Final numbers are required at least 10 days prior to the date of the visit. Full payment is required before you visit. Please see full terms and conditions in the Group Visit Guide.
Group size	Minimum group booking number is 20. When available, guided tours of the house have a maximum capacity of 30 people at one time. Groups of 30+ may need to factor in time to allow for two or more consecutive house tours.
Arrival times	We cannot guarantee guide availability if your group arrives later than the confirmed time.
Opening hours	Everglades House & Gardens is open 10am–4pm, Monday, Wednesday, Thursday, Friday, Saturday and Sunday
Car/coach parking	Free car parking and a coach drop-off and pick-up zone is available on site.
Accessibility	We welcome visitors of all abilities; due to the natural terrain and unaltered design of the original 1930s house and gardens, many areas are unsuitable for those with restricted mobility and have limited wheelchair access. This includes some of the stone pathways and access to and throughout the house due to the flights of stairs.
Wet weather	There are limited undercover areas in the grounds. Visitors should be prepared for all weather events.
Directions	From the Great Western Highway, turn left into Scott Avenue and follow the signs to Everglades House & Gardens.

OFFICE USE ONLY		
Booking taken by:	Date taken:	Confirmation date:
Program confirmed:	Invoiced:	Payment received: