



ENGLISH HERITAGE

*Days out worth
talking about.*

Group Enquiry

Portland Castle

Thank you for your interest in organising a group visit to **Portland Castle**.

Hereafter please find the Group Visit Request / Group Booking Form and detailed information about the site to help you with the organisation of your visit.

Don't forget to pre-order guidebooks so that we can prepare everything for your group's arrival.

We look forward to welcoming you and your group.

If, after having read this information, you have any other questions

please do not hesitate to contact us on:

tel: +44 (0) 1305 820539, fax: +44 (0) 1305 860853

www.english-heritage.org.uk/portland



ENGLISH HERITAGE

Days out worth talking about.

Group Visit Request / Booking Form

Portland Castle

Castletown, Portland, Dorset DT5 1AZ tel: +44(0)1305 820539, fax: +44(0)1305 860853

Please note: until you receive a confirmation from us you have not made a booking.
You are welcome to call us in advance to check availability.

Tour Reference / Group Name _____

Contact Name _____

Company Name and Address _____

Telephone Number _____

Fax Number _____

E-mail Address _____

Date	Time of Arrival	Estimated number of people visiting					
		Please do not include coach driver and tour leader in the figures.					
		Number of Adults		Number of Concessions		Number of Children	
		Non-members	English Heritage Members	Non-members	English Heritage Members	Non-members	English Heritage Members

Method of transport Name of coach company _____

Cars _____ Please advise the number of cars expected.

I would like to book the following (please tick). Prices valid from 1 April 2009 to 31 March 2010 and may vary on event days.

	<p>Standard visit: We offer a 15% discount for groups of 11 or more paying visitors, if one person makes payment for the group. You also receive one free place for every additional 20 people in your group. Coach driver and tour leader and English Heritage members are admitted free of charge and do not count towards the group numbers.</p> <p>Normal admission price: £4.00 per adult; £3.40 per concession; £2.00 per child. Group of 11 or more paying visitors: £3.40 per adult; £2.89 per concession; £1.70 per child.</p>
	Guide books x _____ @ £2.99 ready for collection upon arrival.
	Introductory Talk x _____. Free of charge.
	Guided Tour: Spooky Tour of Castle x _____ @ £1.00 per person, plus admission fee.
	Guided Tour: Tour of Castle and Grounds x _____ @ £1.00 per person, plus admission fee.

Please also complete page 2



Group Visit Request / Booking Form

Booking Form Page 2 of 2

Method of Payment (please tick)	Voucher/ Invoice		Debit Card / Switch	
	Cash		Cheque	
	Credit Card			

For Office Use	Diary		Client	
	Guide		Retail	
	Catering			

It would be helpful if you could supply the following information for us:

1) How did you find out about us? E.g. advert (which one?) recommendation etc.

2) What prompted your visit?

3) Would you like to receive the free English Heritage Groups publication 'Attractions'? YES_____ NO _____

English Heritage will use your details to process your booking and will keep you on record for future reference.

From time to time, we may send you information about group visits to English Heritage sites.

If you DO NOT wish to receive this, please tick this box

We may also wish to contact you for market research. If you DO NOT wish us to do so, please tick this box

**Please return your completed form to:
Portland Castle**

Castletown, Portland, Dorset DT5 1AZ, tel: +44 (0)1305 820539, fax: +44 (0)1305 860853

www.english-heritage.org.uk/portland



ENGLISH HERITAGE

Days out worth
talking about.

Group Visit Request / Booking Form

Group Visits Information

◆ **Opening Times valid from 1 April 2009 to 31 March 2010:**

1 Apr – 30 Jun	10am – 5pm	Daily
1 Jul – 31 Aug	10am – 6pm	Daily
1 – 30 Sep	10am – 5pm	Daily
1 Oct – 1 Nov	10am – 4pm	Daily
2 Nov – 31 Mar	Closed	

- ◆ **Site Location:** On the coast south of Weymouth on the A354. The nearest train station is, Weymouth 4 ½ miles from the site. The nearest bus is, First 1/A, 7/A from Weymouth, passing close to Weymouth station. Ferry from Jersey and Guernsey via Condor Ferries to Poole and Weymouth.

- ◆ **Coach Parking:** There is parking for 1 coach only.

- ◆ **Prices & Group Discounts valid from 1 April 2009 to 31 March 2010:** We offer a 15% discount for groups of 11 or more paying visitors, if one person makes payment for the group. You also receive one free place for every additional 20 people in your group, plus free entry for the tour leader and coach driver. English Heritage members are admitted free of charge and do not count towards the group numbers.

Normal admission price: £4.00 per adult; £3.40 per concession; £2.00 per child.

Group of 11 or more paying visitors: £3.40 per adult; £2.89 per concession; £1.70 per child.

Carers for visitors with disabilities FREE. English Heritage Members FREE.

Prices may vary on event days, please reconfirm with the site.

- ◆ **Guided Tours:** There are 2 guided tours available at the cost of £1.00 per person plus admission fee. These are the 'Spooky Tour of Castle' and the 'Tour of Castle and Grounds'. A free introductory talk is also available. All tours must be booked at least 4 weeks in advance.

- ◆ **Guide Books:** Available in English at a cost of £2.99. Pre-order to ensure that your guidebooks are ready and pre-packed for your arrival.

- ◆ **Duration of Visit:** We advise you to allow at least 1 ½ – 2 hours for your visit.

- ◆ **Disabled Access:** There is designated parking inside the monument and there is a level compacted gravel path from this to the castle. The ground floor is level in the castle apart from steps to get to the gun room. There are narrow doorways in the Captain's House. A special audio tour and flip book is available for visitors unable to access the upper floors. For visually impaired visitors there are bas-relief sculptures to touch and a tour is available free of charge (it is included in admission price). There are also Braille and tactile signs on all displays. For hearing impaired visitors a audio tour with hearing loop and script is available. There is an accessible toilet available and the shop has level access. The tea room has loose seating so disabled visitors can use it. Please make us aware of the special needs of any member of your group before your arrival so that we can offer every assistance.

- ◆ **Catering:** The Captain's Tearoom is waiter service and serves light snacks, sandwiches and refreshments. It seats 48 inside. Please call 01305 820539 for more information and to book. Picnics are welcome in the grounds.

- ◆ **Facilities:** Shop, toilets and tea room which are all accessible.



ENGLISH HERITAGE

*Days out worth
talking about.*

Group Visit Request / Booking Form

- ◆ **Hospitality:** Portland Castle can be hired out as a hospitality venue and is also licensed to hold civil wedding ceremonies and evening receptions. For more detailed information please contact the Hospitality Manager on 01305 820868.
- ◆ **Restrictions:** No Dogs are allowed on site. No Smoking is allowed on site.
- ◆ **Nearby English Heritage Sites:**
 - Old Wardour Castle Tel: 01747 870487
 - Sherborne Old Castle Tel: 01935 812730

If, after having read this information, you have any other questions

please do not hesitate to contact us on:

tel: +44 (0)1305 820539, fax: +44 (0)1305 860853

www.english-heritage.org.uk/portland