



NPO number: 003-134 NPO
 Registration Number: 2001/026273/08
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 Email: info@sancob.co.za Website: www.sancob.co.za

BOOKING APPLICATION

Thank you for showing interest in visiting SANCCOB

Kindly COMPLETE the form and return to us via email alex@sancob.co.za or education1@sancob.co.za

1) GENERAL INFORMATION

Group/ School Name		
Contact Person		
Address of School		
Contact Details	Telephone	
	Cell phone	
	E-mail	
	Fax	

2) NUMBER OF PARTICIPANTS

RATES for LEARNERS and TRAVEL COST (PRICES VALID UNTIL 31 DECEMBER 2020)

OFFSITE: Minimum 15 learners per visit, maximum is dependent on the size of the venue & age of learners.

R30 p/learner, R3.61 per km to and back.

OFFSITE	Number of participants	Rate	Total
Learners		R 30.00 p/p	
Kilometres to and back from facility		R3.61 p/km	
Total			

Board of Directors: Dr S Petersen (Chairperson), Dr S van der Spuy (Chief Executive Officer), I Cilliers (Treasurer), Dr A Makhado, P Misselbrook, I Hamilton, Dr A Wolfaardt.

3) **VISIT DETAILS**

Group	Visit Date Please provide 2 possible dates for each group wishing to visit	No. of Chaperones/ adults	No. of learners	Grade/Age	Arrival/ Start Time
1					
2					
3					
4					

Please ensure that your booking form is sent back to SANCCOB to ensure that your date of visit is secured. When we receive your booking form, we will confirm your booking. Payment may either be done on the day of our visit, or prior to your visit (banking details below).

SANCCOB TERMS AND CONDITIONS

- Unfortunately, we won't be able to substitute the visit fees for towels, toothbrushes, "penny drives", or any other items collected for donation to SANCCOB.
- The event organiser, teachers and parents need to organise a separate quiet room used for our ambassador bird to allow them to adjust to the new environment before being taken to the main venue.
- There should be a large area (preferably a stage or floor area) for the bird in the main venue. If there is no stage available, learners can be seated on the ground and a pen area will be constructed for the Ambassador bird.
- The event organiser, teachers and parents have to assist with retaining order and respect to SANCCOB's Education Officer and accompanying ambassador birds.
- **PLEASE NOTE** - Our ambassador birds may not always be accompanying our Education Officer due to stress factors to the birds, environment and general health of the birds. Ambassador birds undergo a mandatory medical check-up before all offsite visits. We will confirm the presence of our ambassador birds.
- Throughout the Ambassador Bird encounter the learners are to remain calm and quiet as this affects the bird.
- Should the safety of the bird be put in jeopardy in any way the SANCCOB Educator may end the lesson short. Aspects that need to be considered are Bird's health, temperature on the visit day, distance to venue and facilities available at the venue.
- SANCCOB retains the right to not use the ambassador birds during the visit if the Education Officer feels that the birds' health and safety may be compromised.
- Please book well in advance and allow for several possible dates.
- Offsite visits are maximum 1 hour long and are affected by the distance from our facility.
- Please let us know if there are any special needs that the children have which we should be aware of.
- Programme is dependent on age group and information requested:
 - 10 minutes – Lesson/activity/presentation (school to advise if the equipment is available)
 - 10-20 minutes – Ambassador Bird encounter (length of encounter depends on behaviour of audience and comfort of ambassador bird)
 - 10 minutes - Q&A/Activity

4) PAYMENT

a) If you wish to prepay for your visit, we will generate an invoice for your school. This may take some time so please take this into consideration.

b) If you prefer to pay on the day of our visit, kindly ensure that the Leader educator/chaperone has the correct amount of money before our arrival. Please supply the Education Officer with a copy of your booking form.

Payment Option (Please mark clearly with an "X")	EFT Payment before visit	
	CASH Payment on the day	

4) SIGNATURES

_____ Date
Leader educator/chaperone on the day of the visit

_____ Date
Principal of school

SANCCOB is a non-profit organization (Non Profit Company, Registration No. 2001/026273/08, Non-profit Number: 003-134 NPO).