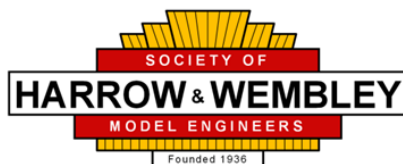


Party Organiser
Allan Pulford
9 Surrey Road
North Harrow
HA1 4NJ

Email parties@hwsme.org
Mobile 07850 230826



Party Arrangements – 2024

Thank you for your enquiry about booking a party at the Roxbourne Railway.

Parties can be booked on selected Sunday afternoons throughout our running season which runs from 26th March to 22nd October 2024. The party will be held between the times of 1pm and 2:30pm. Party bookings are taken on a first come, first served basis and are subject to availability and operating constraints of the railway. A list of available dates for booking parties will be posted on our website, www.hwsme.org. Please contact me to check the availability of the date you wish for your party. Please use parties@hwsme.org or allanpulford@gmail.com

The price to hire the railway is £250 for up to 20 children and then £5 per child after that.

This covers:

1. Unlimited train rides during the party time mentioned above.
2. Use of the gazebo (9m x 3m. If the weather is inclement or windy the party may be housed in the clubhouse). We are hoping to accommodate the parties in the future in a dedicated portacabin and have applied to the Council for planning permission for this.
3. Opportunity for the birthday child to drive an electric locomotive

The party children can continue to have free rides until 5pm during our normal public running subject to joining the queue as normal. Tickets will be produced by us in the form of a wrist band or lanyard. Please confirm numbers to us a week in advance of the party.

We have tables and chairs that may be used. Please bring your own tablecloths if you wish. Should you wish to sit on the grass please bring your own rugs. There are toilets available in the clubhouse. The railway does not have any rubbish collection so we would ask that you take away anything you bring along.

You may arrive to set up for the party an hour before the party time i.e. 12 noon and please vacate the railway by 5pm latest.

In order for the birthday child to have the opportunity to drive an electric locomotive a parent/guardian must become an associate member of H.W.S.M.E. for the duration of the party.

The locomotive will remain under the control of an approved H.W.S.M.E. driver whose instructions must be always followed. Please complete and sign this form if you wish the birthday child to have the opportunity to drive during the afternoon.

Please note that children always remain the responsibility of their parent/guardian at all times and please ensure there are a suitable number of adults to provide adequate supervision.

Crossing tracks is like crossing a road, checking nothing is coming before crossing. Steam locomotives are very hot and can issue jets of steam unexpectedly. Keep clear. Club members will be happy to explain how the locomotives work. Keep your feet on the running boards of the carriages at all times; do not let feet drag on the ground as they can be trapped under the train with risk of injury. Our bushes are spiky, so do not grab them as this can be very painful. All attendees of the party must abide by the railway operating rules which are available on the notice board in the Clubhouse should you wish to view them. Please do not consume alcohol whilst on the railway grounds.

A deposit of £100 is required to secure the date. This will only be returned if you wish to cancel the party by letting H.W.S.M.E. know a minimum of 3 weeks in advance.

Balance to be paid in full one week before the party date and numbers confirmed.

Deposits and the balance can be made by Bank Transfer to,

H.W.S.M.E.

Sort Code: 30-90-89 Account No: 56380868

Payee Reference: Your Surname and Party date.

We can also take card payments

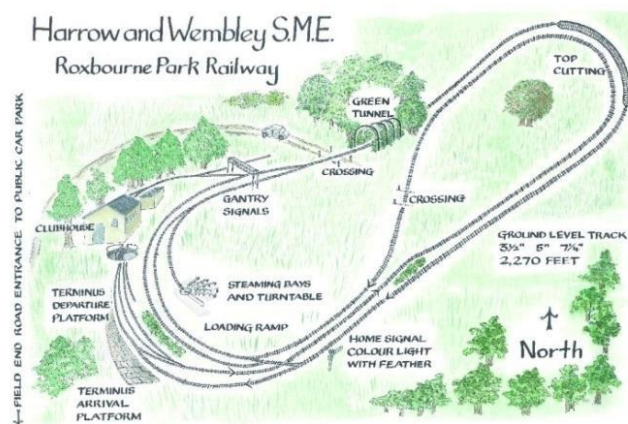
Cheques are not preferred as we would need to make a trip to the bank

If you have any further questions, please feel free to contact me..

Allan Pulford
Party Organiser

07850 230826

Allanpulford@gmail.com or parties@hwsme.org



Please return this sheet to the party organiser (see address on page 1).
(or scan and email)

Date Requested for party: (Can only be Sundays during our running season.)

Child's Name:

Age of Child

Name of Parents or Guardians:
.....

I apply for associate membership to H.W.S.M.E. for the duration of the party.
Please tick the box to enable the birthday boy or girl to drive a locomotive.

Signature.....

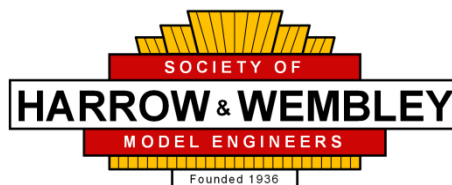
Address:
.....

Postcode:

Tel No.....

Email Address.....

Number of children expected:



Allan Pulford
Party Organiser
07850 230826

Allanpulford@gmail.com or parties@hwsme.org

