



**BOOKING DETAILS FOR TAXI TRANSFER TO BROOKE HOUSE COLLEGE**

**FORM 9**

A minimum of 7 days booking notice is required – Please email to [reception@brookehouse.com](mailto:reception@brookehouse.com) you will receive confirmation within 7 days of receipt. If you do not receive this confirmation, please telephone +44 (0) 1858 462452 and ask for Lisa Laws

**ALL CANCELLATIONS OR AMENDMENTS MUST BE MADE BY EMAIL**

Date taxi required (dd/mm/yyyy)		Pick Up / Drop Off	
Airport:			
London Heathrow <input type="checkbox"/>	London Luton <input type="checkbox"/>	Birmingham <input type="checkbox"/>	Central London <input type="checkbox"/>
London Gatwick <input type="checkbox"/>	London Stanstead <input type="checkbox"/>	East Midlands <input type="checkbox"/>	
Terminal:		Airline:	
Flight Arrival Time		Flight Number:	

**PASSENGER DETAILS**

Surname:	
Given name/s:	Known As:
Mobile contact number	
Email address:	
Number of suitcases/bags:	
<i>It may not be possible to carry all the luggage if the number of suitcases/bags exceeds that given above</i>	
Passenger travelling as an Unaccompanied Minor (UM) as booked with the airline?	

**TAXI FEES**

**IMPORTANT: Please note taxi transfers are NOT included in College Fees. All bookings will be invoiced by the accounts department, or they must be paid for by cash in advance.**  
**Unaccompanied Minor Flyer (UM) please contact Reception directly to discuss your booking as additional charges apply due to 'waiting times' as required by the airline companies.**

**IMPORTANT - If fees remain outstanding for the previous term and/or fees remain outstanding for the forthcoming term (less pre-approved payment plans agreed by the Chief Operating Officer) 48 hours before your agreed taxi collection date and time, please be aware that transfers from the airport to Brooke House College will be automatically cancelled.**

Airport	Drop Off	Pick Up
Heathrow	£160	£180
Stanstead	£140	£160
Luton	£120	£140
Birmingham	£90	£110
East Midlands	£90	£110
Gatwick	£200	£220
Manchester	£200	£220