

# Group visits 2025

## Booking form

We offer several different packages for your visit to Watts Gallery. These reflect a range of options to suit all budgets, interests, and time your group would like to spend on site. Please choose from one of the packages below and select catering options for your group. Minimum group number: 8 paying visitors.

Once you have completed the booking form, please return to [groups@wattsgallery.org.uk](mailto:groups@wattsgallery.org.uk)

Group name	
Group leader contact name	
Contact telephone number	
Postal address	
Email address	
Please inform us of any access requirements that your group may have	
Date of visit (must be approved in advance)	
No. in party	
No. of under 25s and/or Art Pass holders	
Arrival and departure time	
Method of transport (if by coach please supply company name)	
How did you hear about group visits to Watts Gallery? (Advert, email, social media etc)	
Please tell us about any special interests your group may have	

# Please select your group package

Package	Price	Select
<p><b>Standard Groups Admission</b></p> <ul style="list-style-type: none"> <li>• Entry</li> <li>• Self-guided visit</li> </ul>	<p>Standard group rate: £15.00pp</p> <p>Student/Under 25s and Art Pass holders: £7.50pp</p>	
<p><b>Groups Admission + 1 Guided Tour</b></p> <ul style="list-style-type: none"> <li>• Entry</li> <li>• Choose one guided tour of your choice</li> </ul>	<p>Standard group rate: £22.50pp</p> <p>Student/Under 25s and Art Pass holders: £15.00pp</p>	
<p><b>Groups Admission + 2 Guided Tours</b></p> <ul style="list-style-type: none"> <li>• Entry</li> <li>• Choose two guided tours of your choice</li> </ul>	<p>Standard group rate: £30.00pp</p> <p>Student/Under 25s and Art Pass holders: £22.50pp</p>	
<p><b>Groups Pottery Workshop</b></p> <ul style="list-style-type: none"> <li>• Entry</li> <li>• Self-guided visit</li> <li>• Pottery workshop of your choice</li> </ul>	<p>Standard group rate: £58.80pp</p> <p>Student/Under 25s and Art Pass holders: £53.70pp</p>	
<p><b>Welcome pack</b></p> <p>Add a welcome pack for each group member to be collected on arrival</p>	<p>Watts Gallery - Artists' Village Guidebook and tote bag: £10.00</p>	

Please note we do everything we can to accommodate your requests but in exceptional circumstances we may have to amend your group visit. Our Groups organiser will be in touch should anything affect your visit.

# Please select your group catering

Catering must be pre-booked for all group visits and private tours. Groups have the exclusive use of the Old Kiln for lunches and light refreshments. Please indicate any dietary requirements or allergies in the space provided.

The Old Kiln's capacity is 35 people with seating for 24.

**All prices per head. All group members must select the same option.**

**Gluten free options for cake at an additional cost of £1 per head**

<b>Pre-ordered catering</b>	<b>Price</b>	<b>Select</b>
<b>MORNING OPTIONS</b>		
Tea or fresh filter coffee and biscuits	£4.50	
Tea or fresh filter coffee and Danish pastry	£6.50	
<b>LUNCH OPTIONS</b>		
Sandwich platter selection with salad garnish and Pipers crisps	£9.95	
Sandwich platter selection with a seasonal fruit platter	£13.95	
Sandwich platter selection with a variety of cakes	£13.95	
Elderflower cordial	£3.50	
<b>SWEET TREATS</b>		
Tea or fresh filter coffee with homemade scones, jam and clotted cream and a selection of cakes	£9.95	
Cake, coffee or tea	£6.95	
<b>DIETARY REQUIREMENTS</b>		

# About our food and suppliers

We offer a variety of lunch options, sandwich platters and variety of salads, with or without additional fruit selection or cakes.

All our sandwiches are made on locally sourced bread which is delivered freshly baked each day. Choose from Norfolk crunch or white or a combination. We also offer a gluten free option.

We offer a wide variety and are very flexible to your needs and preferences. Popular fillings include and are not limited to: tuna mayonnaise, free-range egg mayonnaise, roasted chicken with tarragon mayonnaise, prawn Marie Rose. We will make a selection of the fillings on our current menu and plate them to complement each other. We always have at least one vegan option. Houmous, spinach, roasted vegetables or carrot and beetroot are definite favourites! If you have particular requests and dietary requirements, please let us know at the time of your booking.

Seasonal fruit platters are available to add, as are a wide selection of cakes from the local Loseley Bakery, in Compton and/or homemade scones with jam and clotted cream.

We can provide gluten free options for sandwiches and cakes at an additional cost of £1 per head.

# Please select your tour or workshop

<b>Tours available</b>	<b>Select</b>
Watts Chapel* (75 minutes)	
<b>Artists' Village walking tour (90 minutes)</b> Please note this does not include the interiors of each building	
<b>Limnerslease: Artists' Home* (75 minutes)</b>	
<b>Mary Watts tour (90 minutes)</b>	
<b>Watts Gallery (60 minutes)</b>	
<b>Gardener's tour* (90 minutes)</b>	
<b>Pottery workshop (60 minutes)</b> Please specify which workshop: <ul style="list-style-type: none"><li>• Decorative tiles</li><li>• Candle holders</li><li>• Dishes and bowls</li></ul>	

Whilst there is no limit to the group size for tours, where possible we will try to ensure there is a maximum number of 15 people to each guide.

For pottery workshops there is a maximum number of 8 people.

\*Due to the landscape and historic nature of the site there is limited wheelchair access to some parts of our site. For more information on accessibility please see our website or contact [groups@wattsgallery.org.uk](mailto:groups@wattsgallery.org.uk) for a full access statement or if you have any concerns or queries.

## Booking totals

<b>Total admissions costs</b>	
<b>Total catering costs</b>	
<b>Total cost</b>	

# Payment and T&Cs

You can pay by bank transfer, credit card or cheque (made payable to Watts Gallery Trust). All admission fees and catering fees must be made as one payment two weeks in advance of your visit. Please note that all prices are shown per head and include VAT.

All methods of payment will be detailed to you in an invoice, based on your final agreed numbers, two weeks prior to your visit, at the latest.

As a charity, if a member of your group is unable to attend we are unable to issue refunds due to the cost associated with pre-ordered catering and administrative fees, however we will endeavour to offer a complimentary ticket for future entrance to the Gallery only. Full refunds will be issued if Watts Gallery has to cancel your visit due to unforeseen circumstances.

We offer a free familiarisation pre-visit to Group leaders instead of a free place on the day.

## Next steps

After filling in this booking form please email it to [groups@wattsgallery.org.uk](mailto:groups@wattsgallery.org.uk). Alternatively, you can post it to Visitor Services (Group Visits), Watts Gallery, Down Lane, Compton, Guildford, GU3 1DQ.

Once the booking form is received, we will be in touch to confirm your booking and plan your itinerary. We will endeavour to make any requested changes to your visit. Please note that this will not be possible in all cases and changes to tours or workshops will require at least two weeks' notice.

## Your details

We would like to keep your details on file to enable us to monitor group bookings at Watts Gallery. We promise that any information you give us will be used for our purposes only.

I agree to let you retain information relating to my booking as detailed above

I would like to receive information regarding exhibitions, events and special offers for groups at Watts Gallery

**Signature:**

**Date:**

If you have any questions about Group visits, please contact our groups organiser on 01483 668512 or email [groups@wattsgallery.org.uk](mailto:groups@wattsgallery.org.uk)

If you have an urgent enquiry on the week of your visit please call 07990 954408