



Website Data Entry Form

Self-Catering Accommodation

Shropshire Tourism is the official tourism marketing body for Shropshire. We have the responsibility for maintaining all of Shropshire's accommodation and attraction web data records. As you have joined membership of Shropshire Tourism or one of the tourism associations in Shropshire, your web entry can comprise of up to 1000 words of text and five images.

There is one single database that is used to update your information on all the websites that Shropshire Tourism operates. These websites are:

County website: www.shropshiretourism.co.uk

District websites (under joint membership agreements): www.visitshrewsbury.com,
www.visitbridgnorth.com, www.visitsouthshropshire.co.uk, www.northshropshire.co.uk

Shropshire Tourism are also the local data stewards for 'Englandnet' - the national tourism product database. If you are inspected by VisitBritain or the AA your data will also be featured on the regional and national websites. These websites are:

Regional website: www.visitheartofengland.com

National websites: www.visitbritain.com, www.enjoyengland.com

Please note, that as all the websites listed above use the same database any amendment will automatically alter the information that is presented across every site.

Should you have any questions or queries, please do not hesitate to contact any of the team at Shropshire Tourism. Completed forms should be sent to:

Shropshire Tourism
Harlescott Barns
Harlescott
Shrewsbury
Shropshire
SY1 3SZ

Tel: 01743 462462
enquiries@shropshiretourism.co.uk



ABOUT YOUR BUSINESS

Title: _____ First name(s): _____ Surname: _____

Position (eg: owner/manager): _____

Business name: _____

Address of Business: _____

Postcode: _____

Telephone: _____ Fax: _____

Email: _____ Website: _____

Contact address (if different from above): _____

Postcode: _____

Telephone: _____ Fax: _____

Alternative contacts:

Please give the name of alternative contacts for the following departments, if **different** from above:

General Manager: _____ Administration: _____

Marketing: _____ Bookings: _____

LOCATION DETAILS

Nearest town: _____ Located in Town Centre **OR** Located in Countryside

TYPE OF BUSINESS

- Apartment Bungalow Caravan Holiday Home Chalet
 Cottage House Studio Apartment Stationary Houseboat

ACCOMMODATION DETAILS

Number of units: _____ Sleeping from: _____ (Min) to _____ (Max)

Price Range: From: £ _____ to £ _____

Number bedrooms with en-suite: _____

Number of bedrooms with private bathroom: _____

Number of bedrooms on ground floor: _____

QUALITY GRADING

To advertise on the aforementioned websites, all accommodation must be independently inspected & graded. You must provide a copy of a valid inspection certificate or paid invoice. Please indicate if your accommodation is **pending** inspection.

Please enter current grading: VisitBritain: _____ WTB: _____ Other (Please state awarding body and grading): _____

Special Awards: _____

DATES OPEN

(1) From: ____/____/____ To: ____/____/____ (2) From: ____/____/____ To: ____/____/____

Open All Year Please **also** specify if you are Open Christmas Open New Year

IMAGES FOR WEBSITE (5 maximum)

I enclose: _____ photograph; _____ transparency; _____ Line Drawing; _____ CD, or email your images to: website@shropshiretourism.co.uk **NB: All images supplied must be within the copyright of the advertiser**

Only 1 image can be submitted for the national websites

SELF CATERING ACCOMMODATION FACILITIES

Please indicate which facilities you offer.

ESTABLISHMENT INFORMATION

- | | | |
|---|---|--|
| <input type="checkbox"/> Barbecue | <input type="checkbox"/> Bed Linen included | <input type="checkbox"/> Bed Linen available for hire |
| <input type="checkbox"/> Bed Linen provided for overseas guests only | <input type="checkbox"/> Baby sitting service available | <input type="checkbox"/> Car Parking-Free |
| <input type="checkbox"/> Car Parking-Off Site | <input type="checkbox"/> Car Parking-Off Street | <input type="checkbox"/> Castle |
| <input type="checkbox"/> CD Player in all bedrooms | <input type="checkbox"/> Children Welcome (Min age _____) | <input type="checkbox"/> Celebrity connection |
| <input type="checkbox"/> Central heating | <input type="checkbox"/> Country house | <input type="checkbox"/> Children's Playground |
| <input type="checkbox"/> Clothes Drying Area | <input type="checkbox"/> Daily Servicing of unit (min 5 days stay) | <input type="checkbox"/> Cyclists welcome award |
| <input type="checkbox"/> Daily rates available | <input type="checkbox"/> Dishwasher | <input type="checkbox"/> DVD player |
| <input type="checkbox"/> Entertainment | <input type="checkbox"/> Film or TV location | <input type="checkbox"/> Freezer |
| <input type="checkbox"/> Fuel inclusive | <input type="checkbox"/> Fuel charged by meter | <input type="checkbox"/> Groups accepted _____ Max |
| <input type="checkbox"/> Haunted location | <input type="checkbox"/> Historic, literary or architectural interest | <input type="checkbox"/> Ironing facilities |
| <input type="checkbox"/> Laundry room | <input type="checkbox"/> Licensed Bar | <input type="checkbox"/> Marketed as a 'green' establishment |
| <input type="checkbox"/> Marketed to any other specialist market: _____ | <input type="checkbox"/> Microwave | <input type="checkbox"/> Midweek breaks |
| <input type="checkbox"/> Open Fire | <input type="checkbox"/> Modem Point | <input type="checkbox"/> Non smoking units |
| <input type="checkbox"/> Radio | <input type="checkbox"/> Payphone | <input type="checkbox"/> Pets by Arrangement |
| <input type="checkbox"/> Special group rates | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Shop on Site |
| <input type="checkbox"/> Video | <input type="checkbox"/> Townhouse | <input type="checkbox"/> TV |
| <input type="checkbox"/> Weddings-Licensed for civil marriages | <input type="checkbox"/> Washing Machine | <input type="checkbox"/> Walkers welcome award |
| <input type="checkbox"/> Welcome Host Trained | <input type="checkbox"/> Weddings-Receptions catered for | <input type="checkbox"/> Weekend breaks |
| | <input type="checkbox"/> Welcome single sex groups (stag/hen parties) | <input type="checkbox"/> Working Farm |

ROOMS INFORMATION

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Ground Floor Bedrooms | <input type="checkbox"/> Hairdryer |
|--|------------------------------------|

LEISURE FACILITIES

- | | | |
|--|--|---|
| <input type="checkbox"/> Cycle hire | <input type="checkbox"/> Fishing on site | <input type="checkbox"/> Gym |
| <input type="checkbox"/> Garden | <input type="checkbox"/> Golf on site | <input type="checkbox"/> Health/Fitness/Beauty Facilities |
| <input type="checkbox"/> Jacuzzi | <input type="checkbox"/> Other sporting facilities | <input type="checkbox"/> Riding |
| <input type="checkbox"/> Sauna | <input type="checkbox"/> Solarium | <input type="checkbox"/> Swimming pool-indoor |
| <input type="checkbox"/> Swimming pool-outdoor | <input type="checkbox"/> Tennis court | <input type="checkbox"/> Water sports facilities |

PAYMENT OPTIONS

Credit/Debit Cards accepted:

- | | | |
|--|---|--------------------------------------|
| <input type="checkbox"/> American Express | <input type="checkbox"/> Delta | <input type="checkbox"/> Diners Club |
| <input type="checkbox"/> JCB | <input type="checkbox"/> MasterCard | <input type="checkbox"/> Solo |
| <input type="checkbox"/> Switch | <input type="checkbox"/> Visa | |
| <input type="checkbox"/> Sterling Travellers Cheques | <input type="checkbox"/> Euros accepted | |

NATIONAL ACCESSIBILITY SYMBOLS

Please indicate how suitable your business is for access for people with limited mobility (please tick **one**):

- Mobility 1:** Person with mobility to climb flight of steps, with aid of fixtures & fittings.
- Mobility 2:** Person with restricted walking and sometimes need to use wheelchair.
- Mobility 3:** Person who depends on wheelchair, but can transfer to and from wheelchair unaided.
- Mobility 4:** Person who depends on wheelchair and needs assistance to transfer to and from wheelchair

Do you actively provide:

- | | |
|---|--|
| <input type="checkbox"/> Basic level (Visual 1) or | <input type="checkbox"/> High level (Visual 2) of service to meet the need of visually impaired guests? |
| <input type="checkbox"/> Basic level (Hearing 1) or | <input type="checkbox"/> High level (Hearing 2) of service to meet the need of guests with impaired hearing? |

For guidance, please refer to www.qualityintourism.com (click on National Accessible Scheme)

Have you been assessed under the VisitBritain National Accessibility Scheme? Yes No

If yes, please provide a copy of your assessment certificate. **Please note**, if you have not been assessed by NAS and are 'self-assessing' your property, your grading **will** appear on your website.

