



# Website Data Entry Form

## Serviced 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](http://www.shropshiretourism.co.uk)

**District websites** (under joint membership agreements): [www.visitshrewsbury.com](http://www.visitshrewsbury.com),  
[www.visitbridgnorth.com](http://www.visitbridgnorth.com), [www.visitsouthshropshire.co.uk](http://www.visitsouthshropshire.co.uk), [www.northshropshire.co.uk](http://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](http://www.visitheartofengland.com)

**National websites:** [www.visitbritain.com](http://www.visitbritain.com), [www.enjoyengland.com](http://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](mailto: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

- B&B     Guesthouse     Inn     Restaurant with rooms  
 Hotel     Country House Hotel     Townhouse Hotel

### ACCOMMODATION DETAILS

Please give prices below for **per room per night**.

Do these prices include breakfast?  Yes  No    Do you have ground floor bedrooms?  Yes  No

Number of rooms:    With En-suite:    With Private bathroom:    **Price range (per room per night):**

**Single**    \_\_\_\_\_    \_\_\_\_\_    from: £ \_\_\_\_\_ to £ \_\_\_\_\_

**Double**    \_\_\_\_\_    \_\_\_\_\_    from: £ \_\_\_\_\_ to £ \_\_\_\_\_

**Twin**    \_\_\_\_\_    \_\_\_\_\_    from: £ \_\_\_\_\_ to £ \_\_\_\_\_

**Family**    \_\_\_\_\_    \_\_\_\_\_    from: £ \_\_\_\_\_ to £ \_\_\_\_\_

### QUALITY GRADING

To advertise on any of 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: \_\_\_\_\_ AA: \_\_\_\_\_ VisitWales: \_\_\_\_\_

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**

## SERVICED ACCOMMODATION FACILITIES

Please indicate which facilities you offer.

### ESTABLISHMENT INFORMATION

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> 24 hr return laundry service                 | <input type="checkbox"/> Air-conditioning throughout                    | <input type="checkbox"/> Baby sitting service available               |
| <input type="checkbox"/> Business facilities                          | <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"/> Cater exclusively for vegetarians            |
| <input type="checkbox"/> Cater for vegetarians                        | <input type="checkbox"/> Celebrity connection                           | <input type="checkbox"/> Central heating                              |
| <input type="checkbox"/> Children Welcome (Min age _____)             | <input type="checkbox"/> Children's Playground                          | <input type="checkbox"/> Conference/business facilities               |
| <input type="checkbox"/> Country house                                | <input type="checkbox"/> Courtesy transport to airport                  | <input type="checkbox"/> Cyclists welcome award                       |
| <input type="checkbox"/> Entertainment                                | <input type="checkbox"/> Evening meals available                        | <input type="checkbox"/> Event venue                                  |
| <input type="checkbox"/> Female travellers welcome                    | <input type="checkbox"/> Film or TV location                            | <input type="checkbox"/> Groups accepted _____ Max                    |
| <input type="checkbox"/> Half board supplement (£_____)               | <input type="checkbox"/> Haunted location                               | <input type="checkbox"/> Historic, literary or architectural interest |
| <input type="checkbox"/> Ironing facilities                           | <input type="checkbox"/> Lift   | <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"/> Night porter                                 |
| <input type="checkbox"/> Non smoking rooms available                  | <input type="checkbox"/> Payphone                                       | <input type="checkbox"/> Non smoking establishment                    |
| <input type="checkbox"/> Open Fire                                    | <input type="checkbox"/> Restaurant                                     | <input type="checkbox"/> Pets by Arrangement                          |
| <input type="checkbox"/> Residents Lounge                             | <input type="checkbox"/> Special group rates                            | <input type="checkbox"/> Serve breakfast                              |
| <input type="checkbox"/> Serve lunch                                  | <input type="checkbox"/> Walkers welcome award                          | <input type="checkbox"/> Staff fluent in foreign languages            |
| <input type="checkbox"/> Townhouse                                    | <input type="checkbox"/> Weddings-Receptions catered for                | <input type="checkbox"/> Working Farm                                 |
| <input type="checkbox"/> Weddings-Licensed for civil marriages        |   | <input type="checkbox"/> Welcome Host trained                         |
| <input type="checkbox"/> Welcome single sex groups (stag/hen parties) |   |   |

### ROOMS INFORMATION

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> CD Player in all bedrooms      | <input type="checkbox"/> DVD Player in all bedrooms | <input type="checkbox"/> Four poster beds available  |
| <input type="checkbox"/> Ground Floor Bedrooms          | <input type="checkbox"/> Hairdryer                  | <input type="checkbox"/> Modem point in all bedrooms |
| <input type="checkbox"/> Radio in all bedrooms          | <input type="checkbox"/> Room service               | <input type="checkbox"/> Smoking rooms available     |
| <input type="checkbox"/> Tea & coffee making facilities | <input type="checkbox"/> Telephone in bedrooms      | <input type="checkbox"/> TV                          |

### LEISURE FACILITIES

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Cycle hire                       | <input type="checkbox"/> Fishing on site       | <input type="checkbox"/> Games Room                |
| <input type="checkbox"/> Garden                           | <input type="checkbox"/> Golf on site          | <input type="checkbox"/> Gym                       |
| <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 | <input type="checkbox"/> Currency exchange service |

### 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:

- Basic level (Visual 1) or  High level (Visual 2) of service to meet the need of visually impaired guests?
- Basic level (Hearing 1) or  High level (Hearing 2) of service to meet the need of guests with impaired hearing?

For guidance, please refer to [www.qualityintourism.com](http://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.

