



Website Data Entry Form

Self Catering Accommodation

Shropshire Tourism is the official body responsible for maintaining all of Shropshire's accommodation and attraction web data records on the national EnglandNet system. This system powers the website entries on the www.visitbritain.com, www.enjoyengland.com and www.visitheartofengland.com websites.

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

Although all known tourism businesses in Shropshire will have a record entry on the EnglandNet database, only members will appear on county and district sites where eligible.

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

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 NATIONAL WEBSITES

Only one images 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.

DIRECTIONS Please give directions to your business for guests to find it easily (25 words maximum)

TEXT FOR WEBSITE

Please indicate below the information you would like to display as part of your FREE EnglandNet entry (25 words maximum)

SHROPSHIRE TOURISM MEMBERSHIP

If you would like to join membership of Shropshire Tourism and benefit from up to 1000 words of text and up to five images on your web page, please complete the payment section below and attach a separate sheet with your text on it. (NB we can only accept properties into membership which have been graded under the national inspection scheme).

For a full list of membership benefits please visit our industry website: www.stmem.com/member_benefits.htm
If you don't have access to the internet, please contact Shropshire Tourism on 01743 462462 and we will send you a copy.

Membership is an annual subscription (renewable each August), however, if you join now, your membership will be valid until **August 2010**.

Payment

I enclose a cheque, made payable to Shropshire Tourism (UK) Ltd

Total payable: £110.00 (inc VAT)

OR Please charge my debit/credit card:

VISA

MasterCard

Switch

Issue no. _____ Expiry date: _____

Card no:

Total debit: £110.00 - Membership valid until August 2010

Name on card: _____

NB Cardholder details will be treated in confidence by Shropshire Tourism (UK) Ltd

DECLARATION (to be completed)

It is agreed that i) No liability shall attach to Shropshire Tourism (UK) Ltd nor EnglandNet against claims or proceedings resulting from an entry being made. ii) Shropshire Tourism (UK) Ltd and EnglandNet reserve the right in its absolute discretion to decline to display any information which may be submitted.. iii) Shropshire Tourism (UK) Ltd reserves the right of editorial control over all copy and images. iv) The company reserves the right in its absolute discretion to decline to publish any information which may be submitted.

For businesses joining membership of Shropshire Tourism: *All membership fees include VAT, reg. No. 753 1778 15. On receipt of payment, you will receive a Membership pack. The 'Love from Shropshire' emblem must not be displayed if an enterprise ceases to be a member of Shropshire Tourism (UK) Ltd. Shropshire Tourism (UK) Ltd reserves the right to include your contact details on the Shropshire Tourism database to keep you informed of future marketing activities of Shropshire Tourism (UK) Ltd an opportunities available to you. Membership is an annual subscription due for renewal each August.*

Signed: _____ **Print Name:** _____ **Date:** _____

Please return to:

Shropshire Tourism, Harlescott Barns, Harlescott, Shrewsbury, SY1 3SZ, or fax: 01743 462035

If you have any queries, please do not hesitate to contact us on **01743 462462**.