



**Morning and afternoon tours, Wednesday, between April 10<sup>th</sup> and October 23<sup>rd</sup>**

**Enquiries and Booking Contact: 01367 253754 or 01367 252486**

**Email enquiries: [ImogenHayden@kelmscottmanor.org.uk](mailto:ImogenHayden@kelmscottmanor.org.uk)**

**GUIDED TOUR:**

**Minimum 25, Maximum 36**

(for groups of fewer than 25, minimum charge still applies)

The Guided Tour option offers you an in-depth experience, with the expertise of a guide throughout your tour. You begin with a short introductory talk, followed by the tour. Groups will be taken around the Manor room by room in groups of no more than 12. The tour will take approx. 1 ¼ to 1 ½ hours.

**Prices (incl. VAT)**

**Morning Groups 10.30-13.30**

**Adults £33.50 per head**

- Inclusive of tea/coffee and biscuits on arrival
- Inclusive of a buffet lunch after the tour

**Minimum fee based on 25 people £837.50**

**Afternoon Groups 14.00-17.00**

**Adults £29.50 per head**

- Inclusive of tea/coffee and biscuits on arrival
- Inclusive of cream tea after the tour

**Minimum fee based on 25 people £737.50**

**Guided Groups with no catering**

**Adults £22.00 per head**

- Inclusive of tea/coffee and biscuits on arrival

**Minimum fee based on 25 people £550.00**

**FREE FLOW VISIT:**

**Minimum 30, Maximum 52**

(for groups of fewer than 30, minimum charge still applies)

You begin with a short introductory talk, followed by a visit to the house. Visitors will be able to explore the Manor at their own pace. We will ask you to filter in gradually as the rooms are small. Our knowledgeable room stewards will be available to give information about the house and the collection. They are always happy to answer any questions.

**Prices (incl. VAT)**

**Morning Groups 10.30-13.30**

**Adults £28.50 per head**

- Inclusive of tea/coffee and biscuits on arrival
- Inclusive of a buffet lunch

**Minimum fee based on 30 people £855.00**

**Afternoon Groups 14.00-17.00**

**Adults £24.50 per head**

- Inclusive of tea/coffee and biscuits on arrival
- Inclusive of cream tea

**Minimum fee based on 30 people £735.00**

**Guided Groups with no catering**

**Adults £17.00 per head**

- Inclusive of tea/coffee and biscuits on arrival

**Minimum fee based on 30 people £510.00**

## Free and Concessionary Entry Eligibility

The total group number should include any person eligible for free entry as listed below:

- **1 Group Organiser or Tour Escort/Blue Badge Guide\* for groups of 32 and above**  
**\*NB Guiding is not permitted in the House**
- **Essential Companion**

Concessionary rates are available for full-time students and disabled visitors. Please enquire for more details.

## Tearoom

The Tearoom has a 5 Star (Excellent) rating under the Food Standards Agency's Food Hygiene Grading; Kelmscott Manor actively seeks local and Fairtrade sources for its products and ingredients. Our Tearoom Manager Sam and her team provide first-class catering, giving you the best experience possible.

- Please indicate your group catering preference on your booking form\*
- Picnics are not permitted on Group Days and items not purchased at Kelmscott may not be consumed in the Tearoom
- Final numbers for catering must be confirmed **no later than 14 days prior to the visit**

\*NB Items described here are subject to availability and may change

**We regret individual choices cannot be accommodated except for the 14 allergen dietary requirements. Please inform us of any allergens and intolerances before your visit. We are happy to provide information regarding the ingredients of any of our menu items.**

## Gift Shop and Grounds

Browse our charming gift shop, or feel free to wander the gardens and meadow. Take a short walk outside the Manor gates to the River Thames, or to the burial place of William Morris and his family in the churchyard of St George's, close to our car park, on the edge of the village.

## Approaches and Parking

Coach drivers should be made aware that they should avoid Radcot Bridge, on the A4095 from Faringdon, and are advised to use the western approach to Kelmscott, via Lechlade (turning off the A417 Lechlade to Faringdon Road at the Trout Inn). The Manor is situated at the end of a narrow country lane. Please follow 'Kelmscott Manor' signs and do not drive through the village of Kelmscott itself.

Our coach/car park is situated on the edge of the village and is an 8–10-minute level walk from the Manor. (Sat Nav reference GL7 3HF, or 'What3Words' – reforming.cheering.person)

We provide an electric shuttle service to and from the Manor for visitors who would find the walk difficult. Please arrive approximately 30 minutes before your tour begins to enjoy a leisurely walk, and use facilities.

## Access

We welcome all types of mobility vehicles on to the property, however we regret that some powered mobility vehicles cannot be used inside the Manor due to the restricted space and fragility of the collection. We have two manual wheelchairs for visitor use. Wheelchair access is limited to the ground floor of the house. Please notify the booking staff at the Manor of any members who are bringing their own mobility aids, or any visitors whose mobility will limit their access to the whole house. For those unable to access the upper rooms we have an interactive 360 Tour and fully illustrated folders available.

The ground floor of the house, the gardens, the shop, and the tearoom are all accessible to wheelchair users. Many benches on the lawn are wheelchair accessible.

## Bookings Confirmation and Payment. Terms and Conditions

**Bookings remain provisional until we receive a deposit.** To confirm your booking please return the completed booking form and a deposit of £75.00 or enclose a SAE for a postal confirmation. A booking reference will be allocated.

**PLEASE NOTE** Deposits are non-refundable.

**If your group is delayed on the day, please call us on 01367 252486. If your group is late, we reserve the right to change, or alter the tour content to suit the remaining time available. We also reserve the right to add other visitors to your group if spaces are available.**

**FINAL NUMBERS AND FINAL PAYMENT FOR YOUR VISIT MUST BE RECEIVED BY KELMSCOTT MANOR NO LATER THAN 14 DAYS PRIOR TO YOUR VISIT.**

Any catering costs should also be included. Payments may be made by Cheque (made payable to Kelmscott Manor) or card, or by Bank transfer to Lucerna Ltd., Sort code 18-00-02, Account No. 09559620. Please include an email address on your booking form for a receipt or a SAE if you require a hard copy.

**The final payment is non-refundable in the event of cancellation, or non-appearance by your group or any individual.** You will receive an itemised invoice.

**We look forward to welcoming your group to Kelmscott Manor.**