

Coach Booking Form – Dickensian Christmas 2023

Medway Council is pleased to announce that there is no charge for coaches to park at these events. **The closing date for bookings is Wednesday, 1 November 2023**

Contact Person:	
Company/Organisation:	
Address:	
Postcode:	Email:
Phone:	Fax:
Name of group or coach company:	

If you are a private group/organisation, we need the name of the coach company you will be travelling with:

Dickensian Christmas – Saturday, 2 and Sunday, 3 December 2023

Date	No. of Coaches you are bringing to the event.	Minibuses (inc. number of seats if known)	Estimated arrival time in Rochester	Preferred departure time.
Saturday, 2 December				
Sunday, 3 December				

Departure time allocation will be made to the nearest hour/half hour time slots subject to availability.

Additional comments

Coach parking arrangements: Dickensian Christmas is very popular with visiting coaches and can attract more than 100 coaches per day. All coach arrivals and departures will be controlled by our event traffic marshals. Special arrangements will be made for passengers to be dropped off and picked up close to the festival, and coach drivers will be directed to a designated parking zone outside of the town centre to park.

Heavy traffic delays are expected during peak arrival and departure times of 1000–1200 and 1700–1830 hours. Please allow extra time getting in and out of Rochester during peak arrival and departure times, especially when booking a ferry or Eurotunnel crossing.

A confirmation pack containing parking permits and detailed instructions on where you will drop off, park, and pick up passengers will be mailed to you approximately two weeks before the event. Once parking capacity has been reached, we may be unable to accept any additional coaches, even if you apply before the closing date.

Please return form by post or email to:

Mary Sewell, Tourism Operations Manager
Medway Visitor Information Centre
95 High Street
Rochester

Kent ME1 1LX – Email mary.sewell@medway.gov.uk (acknowledgements will only be provided for emailed forms).

Coach Booking Form – Rochester Christmas Market (Castle Gardens) 2023

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Contact Person:	
Company/Organisation:	
Address:	
Postcode:	Email:
Phone:	Fax:
Name of group or coach company:	

If you are a private group/organisation, we need the name of the coach company you will be travelling with:

Dates for markets & festival - for times and more information visit www.visitmedway.org

Saturday, 25 November & Sunday, 26 November

Friday, 1 December

Saturday, 2 and Sunday, 3 December **(Inc. Dickensian Christmas festival)**

Friday, 8 December, Saturday, 9 and Sunday, 10 December

Date	No. of Coaches you are bringing to the event.	Minibuses (inc. number of seats if known)	Estimated arrival time in Rochester	Preferred departure time.
Saturday, 25 November				
Sunday, 26 November				
Friday, 1 December				
Saturday, 2 and Sunday, 3 December – Dickensian Christmas (Please complete separate booking form)				
Friday, 8 December				
Saturday, 9 December				
Sunday, 10 December				

Full instructions on where you will be dropping-off, parking and picking-up passengers will be sent out approx. 2 weeks prior to the event by email (permits only issued for the Dickensian Christmas festival).

Please return form by post or email to:

Mary Sewell, Tourism Operations Manager

Medway Visitor Information Centre

95 High Street

Rochester

Kent ME1 1LX – Email mary.sewell@medway.gov.uk (acknowledgements will only be provided for emailed forms).