

# Accommodation Provider

Please use this form to register the details of your accommodation for listing on the new **Visit Swale** website, [www.visit-swale.gov.uk](http://www.visit-swale.gov.uk) . As we work in partnership with Visit Kent and share their Content Management System, your details will automatically be uploaded to the Swale destination pages on [www.visitkent.co.uk](http://www.visitkent.co.uk) .

Only one accommodation venue per submission.

## Business Contact details

The details provided in this section are used solely for inclusion in our contact database and for contacting you, should we need to, regarding the information you provide in this form. This information will not be published on our website.

1.	Contact Name
2.	Business Name
3.	Address
4.	Town
5.	Postcode
6.	Telephone
7.	Email Address
8.	Website Address

## Visitor Information

The following information will be published on the Visit Swale website. If you are a self-catering property who does not want the actual property address shown on the website, please leave this section blank.

<b>9.</b>	<b>Name of Accommodation Venue</b>

<b>10.</b>	<b>Address</b>

<b>11.</b>	<b>Town</b>

<b>12.</b>	<b>Postcode</b>

<b>13.</b>	<b>Within which of the following districts would you locate your venue?</b>		
	When browsing the districts on our website, this is the section under which your venue will be listed. Please tick one option only		
	Faversham	<input type="checkbox"/>	
	Isle of Sheppey	<input type="checkbox"/>	
	Sittingbourne	<input type="checkbox"/>	
	Villages – Rural Swale	<input type="checkbox"/>	

## Visitor Information

<b>14.</b>	<b>Visitor Contact Telephone Number</b>

<b>15.</b>	<b>Visitor Contact Email</b>

<b>16.</b>	<b>Visitor Website</b>

The aim of the Visit Swale website is to drive business to you and so we are offering you the opportunity to link directly to your booking, e-shop or special offer pages

<b>17.</b>	<b>URL for <u>booking</u> (this must be your own booking page, or a page on a third party website e.g. Late Rooms) - please leave blank if not appropriate:</b>

18.	URL for <b>availability</b> (this must be your own availability page, or a page on a third party website) - please leave blank if not appropriate:

19.	URL for <b>special offers</b> (this must be your own page which details these special offers page, not your home page) - please leave blank if not appropriate:

### Accommodation Classification

The details provided in the following sections are used to categorise your venue within our site and to also apply 'data tags' around which your venue can be filtered within searches. Please only select the options which represent a 'core' function of your venue.

20.	<b>Please indicate the location of your venue:</b>			
	<input type="checkbox"/>	Rural	<input type="checkbox"/>	Coastal
	<input type="checkbox"/>	Urban / Town	<input type="checkbox"/>	City

21.	<b>Please indicate the type of accommodation you offer (if you have more than one type of property, please complete a separate form for each):</b>		
	<input type="checkbox"/>	Hotel	
	<input type="checkbox"/>	Budget hotel	
	<input type="checkbox"/>	B&B / Guesthouse	
	<input type="checkbox"/>	Pub / Inn	
	<input type="checkbox"/>	Self-catering	
	<input type="checkbox"/>	Camping and caravanning	
	<input type="checkbox"/>	Campus accommodation	
	<input type="checkbox"/>	Hostel	
	<input type="checkbox"/>	Something different (inc. teepees, glamping, oast houses, safari lodges, farms etc)	
	Please also indicate if your accommodation is self-catering / B&B (if relevant):		

22.	<b>How many people does your property sleep:</b>					
	<input type="checkbox"/>	2	<input type="checkbox"/>	5	<input type="checkbox"/>	8
	<input type="checkbox"/>	3	<input type="checkbox"/>	6	<input type="checkbox"/>	9
	<input type="checkbox"/>	4	<input type="checkbox"/>	7	<input type="checkbox"/>	10+

23.	<b>Please indicate which of the following grading your venue has:</b>						
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	AA						
	Visit England						

24.	<b>Are you part of the Visit Kent Local Entry Scheme</b>			
	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

### Accommodation Facilities and Services

<b>25.</b>	<b>Please indicate any welcome awards / accreditation your venue has:</b>			
	Gold Award			Pets Welcome
	Silver Award			Kent Breakfast
	Cyclists Welcome			National Accessible Scheme
	Walkers Welcome			Green Tourism Business Scheme

<b>26.</b>	<b>Please indicate if the following can be accommodated at your venue:</b>			
	Families		Groups	Coaches

<b>27.</b>	<b>Please select the following amenities which are present at your venue:</b>			
	Conference / Meeting facilities			Cycles for hire
	Broadband			Golf
	WiFi access			Gym / Leisure facilities
	Restaurant on site			Spa / Beauty
	Licensed			Indoor / Outdoor swimming pool
	Ensuite rooms			Cots available
	Disabled access			Credit cards accepted
	Disabled parking			Euros accepted
	Disabled toilets			Ground floor bedroom
	Guide dogs welcome			Locally produced food

<b>28.</b>	<b>Please tick the following that apply:</b>			
	Accessible by public transport		Free car parking	On street parking

<b>29.</b>	<b>Nearest train station:</b>			

**Accommodation Opening Times**

<b>30.</b>	<b>Please indicate which months you are usually open (select all that apply):</b>					
	January		May		September	
	February		June		October	
	March		July		November	
	April		August		December	

**31. Are you open over Christmas and New Year?**  
 Yes                       No

Continued overleaf...

## Accommodation Description

33.	Please provide a short description of your accommodation venue of no more than 150 words for the main detail page. This is your opportunity to promote the main highlights of your property. Think about the key words that you use as these will be picked up by the search engine.

As part of your standard entry on the website your detail page will display up to 2 images in a media gallery. Please could you email your images and video through to [tourismsupport@swale.gov.uk](mailto:tourismsupport@swale.gov.uk) stating clearly in the subject line of the email "Visit Swale website image for {insert name of property}" and please state which image you would like to use as your main image.

## Terms and Conditions

- This form is your way of telling Tourist Boards, Local Councils and VisitBritain about your tourism product or service and of being part of their promotional activities for the coming year. The information you provide may be published by the tourism promoters or may be used by Tourist Information Centres for helping with enquiries. Occasionally, the tourism promoters may wish to share the information with other organisations so that it can be included in tourism-related publications. By submitting your information you agree to the sharing of your information in this manner.
- There is no guarantee that your information will be published or used. If it is, the tourism promoters will make every reasonable effort to ensure accuracy. However, they regret that they cannot accept liability of any kind arising from the use or publication of the information, either by themselves or third parties, including where this is as a result of any error or omission on the part of the tourism promoters.
- By submitting this data you declare that you have read the information supplied and warrant that the information provided is true and accurate and if published will not constitute an offence under the Consumer Protection Act From Unfair Trading Regulations 2008.
- It is your responsibility to inform Visit Swale of any changes to your venue so that we can ensure your product is accurately and correctly communicated to the customer. Please email [tourismsupport@swale.gov.uk](mailto:tourismsupport@swale.gov.uk) with any requests or call Swale Tourism Enquiries: 01795 417399. Postal enquiries to be sent to: Tourism Support, Visit Swale, Swale House, East Street, Sittingbourne, Kent. ME10 3HT.

34.	I confirm that in return for my listing, I will provide a link to <a href="http://www.visit-swale.co.uk">www.visit-swale.co.uk</a> on my own site
	<i>Please tick here</i>

Thank you for completing our form.

Please now return it by email to [tourismsupport@swale.gov.uk](mailto:tourismsupport@swale.gov.uk) with your photographs (as per guidance).

Upon uploading we will contact you to check the accuracy of your entry.