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Booking Friends Events and Excursions

Friends Events are only open to Patrons and Friends of the Royal Academy of Arts. These exclusive events are generally very popular and sell out quickly. In the first instance, we recommend you post your booking form in as soon as you receive the magazine as many events will sell out by the time online and phone bookings open. You can also download a booking form and send or fax it to us. Each Patron or Friend may purchase a total of two tickets per Friends Event – one for themselves and one for a guest.

- Friends Events booking forms are balloted on a weekly basis: forms are collected over a one-week period and balloted for each event. Please list your choices in preference order.
- When an event is running on more than one day and/or time and you forget to choose a time, we will select one for you.
- Some of the venues we visit occasionally offer general public tours. By purchasing a ticket through the RA, you are supporting the Friends Events Programme and we are grateful for your patronage.

To book:

Postal bookings open as soon as you receive your magazine.

Post to:

Events and Lectures
Visitor and Friends Experience Team
Royal Academy of Arts
Burlington House, Piccadilly
London W1J 0BD

Or fax to:

020 7300 8023

Payment:

We do not accept cheques, postal orders or stamped-addressed envelopes.

Please note that reductions are not available for Friends Events.

Attending Friends Events and Excursions

Out of Town Excursions

For events that include coach journeys, coaches do not leave from inside the Royal Academy courtyard but from the street outside on Piccadilly. Coach return times are approximate. It may be possible for Friends to meet at the venue. Please notify us no later than ten days in advance and we will confirm the relevant details. There is no discount if you choose to drive instead of travelling by coach.

Lunch

If the event you have booked includes lunch, the meal will be a set menu, which includes a main course, pudding, small glass of wine and coffee. If you have any specific dietary requirements, please add the details on your booking form or let us know at least ten days in advance of the event.

Walking

Please wear comfortable footwear, as there is often a certain amount of walking involved – albeit at a leisurely pace. During walking guided tours, chairs are not always provided. Should you need to sit down at regular intervals, may we suggest that you bring your own museum-approved folding chair (the National Trust provides a good selection).

Friends Events Mobile

If lost or late for an event, it is possible to contact an RA representative on 07734 398907. Please note that this phone is only answered during excursions and should not be used for bookings or queries.

Cancellations and Refunds

Please let us know as soon as possible if you are unable to attend an event that you have booked. No refunds are given if cancellation is made less than 14 days before the event. There is a handling fee of £5 for all refunds and your ticket must be returned to the Royal Academy in order to qualify for a refund.

020 7300 5839 events.lectures@royalacademy.org.uk

The Royal Academy reserves the right to refuse admission to any event.

All RA Events details and ticketing procedures are correct at time of publication, but are subject to change without notice. Whenever possible, changes will be posted on the Royal Academy website.

EVENTS, LECTURES AND FRIENDS EXCURSIONS BOOKING FORM

Please print and check all details carefully. Incomplete forms and incorrect details will delay the processing procedure. For Friends Events and Excursions, please list your event choices in preference order.

Event	Date	Number of Tickets	Cost
			Total cost

Reductions are available for students, jobseekers and disabled persons with recognised proof of status. Please indicate your status if relevant. Reductions are not available for Friends Events and Excursions.

Student ☐ Jobseeker ☐ Disabled ☐

Payment

Please note that we no longer accept cheques.

Please debit my credit/charge card number:

Expiry date	Issue number/start date (if on card)
Signature	

Your details

Mr/Mrs/Miss/Ms	First name
Surname	
Address and Postcode	
Telephone	
Email address	
Friends Membership no.	

Please send the completed form to:
Events and Lectures, Visitor and Friends Experience Team, Royal Academy
of Arts, Piccadilly, London W1J 0BD

Fax bookings: 020 7300 8023

- We endeavour to accommodate any special needs. Please call 020 7300 5839 (option 3) to discuss your requirements.
- There is a handling charge of £5 for all refunds. We regret that refunds cannot be made less than fourteen days before an event.
- All events are correct at time of publication, but are subject to change without notice.
- The Royal Academy reserves the right to refuse admission to any event.