

**Marketing Sheffield**

# **Discount Rail Travel**

**[welcometosheffield.co.uk/conference](http://welcometosheffield.co.uk/conference)  
[@ConferenceSheff](https://twitter.com/ConferenceSheff)**



# Make Your Booking

With our partner, East Midlands Trains, we are pleased to offer discounted return rail travel on selected routes. Please complete steps 1 to 3 and make sure you have read our terms and conditions. Return your form to: **[jane.tompkins@sheffield.gov.uk](mailto:jane.tompkins@sheffield.gov.uk)**

| Origin Station                  | First Class Return | Standard Class Return |
|---------------------------------|--------------------|-----------------------|
| Sheffield to London St. Pancras | £73.00             | £50.00                |
| London St. Pancras to Sheffield | £73.00             | £50.00                |
| Leicester to Sheffield          | £36.00             | £22.00                |
| Derby to Sheffield              | £31.00             | £20.00                |

## 1. Booking Details

Please choose your origin station and which class you want to travel

Sheffield      London St. Pancras      Leicester      Derby

First Class Return      Standard Class Return

Outward Date      Outward Time

Return Date      Return Time

Name of person/s travelling

Name of conference/event

## 2. Payment Details

On receipt of your booking we will forward an online payment link for you to pay for your ticket(s). Payment must be made within 48 hours of receiving this link or your booking will be cancelled.

Please provide your email address for this online payment link and for seat reservations.

If you would prefer to pay over the phone please provide the best number for us to call you on to obtain payment.

There is no charge for debit cards. Your number should be available during the hours of 9 am - 5 pm Monday to Friday.

### **3. Your Details**

Name

Address

Postcode

Telephone

Tickets must be collected from the ticket collection machines prior to travel. You will need your reference number along with any card (this is only for authorisation purposes) to obtain your tickets. We will email your reference number upon receiving payment.

## **Important Information - please read**

### **Restrictions**

Off Peak - Mon to Fri valid on any service arriving in to London St Pancras after 10.01.

Off Peak - Mon to Fri valid on services departing London St Pancras between 09.01-16.04 and after 18.30.

Valid on all services Sat and Sun

Local services (ie) Sheffield - Nottingham or Sheffield - Manchester. No travel allowed before 09.00 Monday - Saturday.

If you travel during the invalid periods stated, this ticket will have no value and you will have to purchase an appropriate new ticket for the journey.

THE FOLLOWING RESTRICTIONS APPLY TO ALL SERVICES

Tickets cannot be transferred or resold under any circumstances.

- This ticket must be produced on demand and is not valid if it has been altered in any way.
- It is not valid for entry into East Midlands Mainline First Class Lounges.
- The Travel must be completed on the date shown on the ticket only. No break of journey is allowed.
- This ticket is issued subject to the National Rail Conditions of Carriage.
- You are able to accept tea, coffee and water when seated in First Class. Breakfast, soft drinks and other food are available to purchase from the First Class Host on board.
- Ticket valid for one single or return journey only.

Please refer to terms & conditions as follows.

## **Terms & Conditions**

Rail tickets will be issued separately from any accommodation reservations you make and your collection reference number will be emailed to you.

Marketing Sheffield accepts all major credit / debit cards except American Express, Diners Club & JCB.

Tickets must be collected from the ticket collection machines prior to travel. You will need your reference number along with any card (this is only for authorisation purposes) to obtain your tickets. We will email your reference number upon receiving payment.

## **Closing date for orders**

- International - 30 days prior to the day of departure from the origin station.
- UK - 10 working days prior to the day of departure from the origin station.

Marketing Sheffield cannot guarantee fulfilment of orders after these closing dates.

## **Privacy Statement**

Marketing Sheffield's services are part of Sheffield City Council. Sheffield City Council and its services respect your privacy.

The use of information collected through our train ticket booking service shall be limited to the purpose of providing the service for which you have engaged Marketing Sheffield.

As Marketing Sheffield provides this service in partnership with East Midlands Trains we may be required to share your booking information with East Midlands Trains.

Our online payment websites (e-paycapita.com and paye.net) are part of Sheffield City Council's secure internet payment systems.