Group enquiry — 80 people

LINDBERGH FORMATION — 16 rue de Maillé, 91310 Montlhéry, France · Companies register (RCS) Evry 817 946 114

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Fictional document — demonstration example
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Fictional document, produced for demonstration. **No date is committed to.** The date depends on an instructor who is off, and that is settled with them.

What capacity imposes

Course	Instantaneous capacity	Supervision required	Rotations for 80 people
Adventure	32	1 per 10	—
Discovery	40	1 per 12	—
Both in parallel	**72**	**4 instructors**	**2**

80 people do not fit in one rotation, even across both courses. The enquiry is therefore about a day plan, not a slot — which changes the quote, the staffing and the catering.

Supervision available on 26/09

Instructor	Roster status	Qualification current
A.	Rostered	Yes
B.	Rostered	Yes
C.	Rostered	Yes
D.	**Off**	Yes
E.	On leave	Yes

Three instructors rostered against four needed. Not blocking: a question to put to D. before confirming a date, and it goes better ten days ahead than the night before.

Catering

Provider	Notice required	Time available	Feasible?
Provider 1	10 days	50 days	**Yes**
Provider 2	10 days	50 days	**Yes**

The three questions to ask before pricing

1 · Exact headcount expected: ..... people

2 · Minors present: ☐ no · ☐ yes, ... minors, ages: .....

3 · Coach arrival time: .....:.....

> **These three answers move the quote by more than €1,400.** Asking them first costs a message; asking them afterwards costs a corrected quote, and the confidence that goes with it.

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