

Travel Plan Office  
Wexham Park Hospital  
Wexham St  
Slough  
SL2 4HL

Dear Colleague

**Re: Induction**

Please be aware that you will be required to park off site at The Clubhouse when attending Corporate Induction at Wexham Park Hospital.

Enclosed is a map for the Clubhouse together with a bus timetable. If you prefer to walk then it will take you approximately 15 minutes.

Please ensure that you return the form in your induction pack if you require car parking. The Trust will then process your application and you will be able to collect your permit from the Travel Plan office in the Estates Department on day two of the Corporate Induction.

Please display this letter on your dashboard when parking at the Clubhouse to avoid receiving a parking ticket. Once your permit is ready, please display your permit in the windscreen of your vehicle, and destroy this letter.

Any queries please contact the Travel Plan Office.

Yours Sincerely



Travel Plan Office  
01753 633366

# CLUBHOUSE INDUCTION PARKING

**DATE OF INDUCTION:** .....



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