

# HAMILTON ISLAND ACCOMMODATION BOOKING FORM AUSTRALIAN & NEW ZEALAND COLLEGE OF ANAESTHETISTS (ANZCA)

## PLEASE RETURN COMPLETED FORM TO::

Hamilton Island Groups  
Level 3, 100 Pacific Highway, St Leonards, NSW 2065  
F: 02 9433 0499 P: 13 REEF (7333)  
E: groups@hamiltonisland.com.au

## GUEST DETAILS

Please complete one booking form per room.

SURNAME \_\_\_\_\_ GIVEN NAME \_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_ STATE \_\_\_\_\_ POSTCODE \_\_\_\_\_

HOME PHONE \_\_\_\_\_ BUSINESS PHONE \_\_\_\_\_

MOBILE PHONE \_\_\_\_\_ FACSIMILE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

NUMBER OF ADULTS (13 years and over) \_\_\_\_\_ NUMBER OF CHILDREN (12 years and under) \_\_\_\_\_

NAME OF ADULTS SHARING YOUR ROOM \_\_\_\_\_

## ACCOMMODATION

Please note that accommodation is subject to availability. Should your chosen accommodation type be fully booked, a member of our Groups team will be in contact with you to discuss alternative options.

HOTEL ACCOMMODATION	NIGHTLY RATE	NO. OF NIGHTS	CHECK IN DATE	CHECK OUT DATE
Reef View Hotel (Run of House)	\$300			
Reef View Hotel Family Rooms upon request only and subject to availability	\$300			

TOTAL COST OF ACCOMMODATION (Excluding Credit Card Fee) \_\_\_\_\_

OTHER ROOM REQUIREMENTS (Cot, Highchair, Interconnecting rooms etc) \_\_\_\_\_

## BUFFET BREAKFAST

Pre-purchased breakfast will be charged regardless of consumption. Refunds for breakfast will not be issued.

DO YOU WISH TO PRE-PURCHASE BREAKFAST? (Please circle) Yes / No

Pre Purchased buffet breakfast is \$24 pp; buffet breakfast on consumption is \$32 pp.

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## ARRIVAL DETAILS

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This is required to ensure your room is available for check in at 2pm. Failure to provide arrival details may delay access to your room.

ARRIVAL FLIGHT NUMBER \_\_\_\_\_ ARRIVAL TIME \_\_\_\_\_ ARRIVAL DATE \_\_\_\_\_

DEPARTURE FLIGHT NUMBER \_\_\_\_\_ DEPARTURE TIME \_\_\_\_\_ DEPARTURE DATE \_\_\_\_\_

## TERMS & CONDITIONS

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Please ensure that you are familiar with the terms and conditions associated with this booking form before signing the payment authorization below.

### BOOKING PROCEDURE & CONDITIONS

1. All accommodation is subject to availability.
2. Confirmation will be sent to the email address provided, within 3 working days of receiving booking form.
3. Full pre payment is required at time of booking to confirm your reservation. Failure to provide payment information below may result in your booking being returned unconfirmed.
4. Hamilton Island Group Reservations must receive accommodation booking forms **no later than 30 days prior to the conference start date: 2 October 2011** Any reservations received after this date cannot be guaranteed and will be subject to availability.
5. All reservations and amendments to existing bookings must be made in writing. These changes will not be accepted over the phone. Please email requests for changes to [groups@hamiltonisland.com.au](mailto:groups@hamiltonisland.com.au)
6. Cancellation of total booking before 30 days prior to arrival will forfeit one (1) night's accommodation.
7. After this date, any cancellation of accommodation will attract a 100% cancellation fee.
8. Bookings for arrivals and departures outside of the main conference dates will be subject to availability.

## PAYMENT

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Please note that all credit card payments will attract a transaction fee. The fees are 1.25% for Visa, Mastercard and Bankcard transactions and 3.36% for American Express and JCB transactions.

Total accommodation and breakfast cost (excluding credit card fee): \$ \_\_\_\_\_

CREDIT CARD TYPE      1.25% fee       Visa    MasterCard  
                                 3.36% fee       Amex

CREDIT CARD NUMBER \_\_\_\_\_ EXPIRY \_\_\_\_ / \_\_\_\_

I, \_\_\_\_\_ have read and understood the terms, conditions and cancellation policies outlined above. I accept the associated credit card transaction fee, and hereby authorise Hamilton Island to deduct the appropriate accommodation charges and related transaction fees from my credit card.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_ / \_\_\_\_ / \_\_\_\_