



## ACCOMMODATION BOOKING FORM

Title:	First Name:	Surname:
Name of accompanying person (if staying in the same room):		
Company:		
Invoice Address:		
Suburb:	State:	Postcode:
Mobile No:	Landline if required:	
Email:		

## ACCOMMODATION REQUIREMENTS

Please refer to the accommodation information on the conference website for a list of hotels and options available. Hotel accommodation is now subject to availability and rate available. Please provide your preferred hotel and 2<sup>nd</sup> option should this not be available at the time of your request. You will be contacted to confirm dates and availability. Ensure you complete all information required to ensure your booking can be processed.

CHECK IN DATE:                    / 09 / 2023	CHECK OUT DATE:                    /    / 2023
PREFERRED HOTEL:	2 <sup>ND</sup> OPTION:
ROOM TYPE:	
OCCUPANCY: <input type="checkbox"/> SINGLE <input type="checkbox"/> TWIN <input type="checkbox"/> DOUBLE	
RATE REQUIRED: <input type="checkbox"/> ROOM ONLY <input type="checkbox"/> BREAKFAST INCLUDED	
SPECIAL REQUESTS:	
TOTAL: \$	

## PAYMENT DETAILS

Once your hotel booking form has been confirmed you will receive a booking confirmation. Please note credit card details are required to guarantee your booking and payment in full is to be made on checkin. If the card details are not in the booking name then a Third Party Authorisation must be completed and forwarded to the hotel. Cancellation conditions should be noted for each hotel in the information on the website. Any cancellations or amendments must be provided by email to the below email. On check in you will be required to provide a credit card to cover incidentals you may incur during your stay. A tax receipt will be provided by the Hotel. EFTpre-payments are not longer available.

<input type="checkbox"/> Visa Card <input type="checkbox"/> MasterCard
Card Number ..... CVC.....
Expiry Date ...../.....
Cardholders Name:
Cardholders Signature:

I authorise that my credit card details may be forwarded to my preferred hotel to guarantee my booking. I note that my hotel may take an upfront deposit and/or I will make final/full payment directly with the hotel on check out.

**Email form to: [kerrie@destinationconference.com.au](mailto:kerrie@destinationconference.com.au)**