



**AUSTSWIM 2017 Conference  
Accommodation Booking Form  
25<sup>th</sup> September – 1<sup>st</sup> October 2017**

Guest Name(s): \_\_\_\_\_

Adults / Children 14+ years: \_\_\_\_\_ Children (3 to 13 yrs): \_\_\_\_\_ Infants (0 – 2 yrs): \_\_\_\_\_

Postal Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Preferred Room type: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Credit Card Holder's Name: \_\_\_\_\_

Credit Card Holder's Signature: \_\_\_\_\_ CCV: \_\_\_\_\_

A one night accommodation deposit will be taken from the above card upon reservation. If the card holder is not the guest being accommodated, a credit card authority form will need to be completed and received prior to arrival. Please contact Reservations for a Credit Card Authority Form to be issued.

The below rates are valid for up to 7 days, pre and post the main conference dates.

Clarification on Relationship:

Mantra Twin Towns Resort and Twin Town Services Club are two completely separate businesses who have built a strong working relationship and continue to work together to identify opportunities to present a seamless resort experience to our respective and mutual guests. All payments made under the authorities of this document will be processed by Mantra Twin Towns Hotel & Apartments via a trust account.

Rates are made available for the above mentioned function and any associated pre / post accommodation. This is a Booking Request Form. Bookings are subject to room and room type availability.

***THIS BOOKING REQUEST FORM IS NOT A CONFIRMATION OF BOOKING.***

A separate confirmation letter will be issued once accommodation has been secured. Deposit, payment, cancellation and refund policy for Mantra Twin Towns Hotel & Apartments is identified below, please be aware there may be variance to terms on function bookings with Twin Towns Service Club.



## Hotel Rooms

\* Hotel Rooms contain a kitchenette, ensuite and **include complimentary buffet breakfast**

Room Type	1 Night Stay
Hotel Room (1 Queen Bed)	\$165.00 per night
Hotel Deluxe Twin Room (Two Queen Beds)	\$185.00 per night

Signatures Restaurant Breakfast vouchers are issued on arrival. They are included as complimentary within the Hotel Room Rate and have no cash value. Room rates above are based on up to 2 people. Up to 4 guests can be accommodated in Deluxe Rooms using existing bedding. Additional guests in Hotel Deluxe Twin Rooms incur an extra person cost. Extra person cost: \$62.00 per person/per night, inclusive of breakfast. Children under 2 years old are free of charge.

## Fully Self Contained Apartments

\*All apartments are fully self-contained. **Breakfast is not included**

Room Type	1 Night Stay
1 Bedroom (up to 2 persons)	\$165.00 per night
2 Bedroom (up to 4 persons)	\$235.00 per night

Apartment rates above are based on the specified number of persons in each room type. An additional person can be accommodated in each type using existing bedding only. Additional guest in Apartments will incur an extra person cost. Extra person cost: \$40.00 per person/per night. Children under 2 years old are free of charge. Beds can be split at an additional cost of \$25.00. Please enquire with Reservations. Two Bedroom Dual Key Apartments are also available, and consists of two interconnecting rooms; a One Bedroom Apartment interconnecting with a Hotel Room. Apartment Rates do not include breakfast but they can be purchased at extra cost during your stay. Signatures Restaurant Breakfast vouchers are available and can be purchased in advance at \$22.00 per person or \$27.50 per person direct to the restaurant. Apartments are un-serviced. A mid stay clean is provided on bookings of 8 days or more. A starter pack will be provided upon arrival and additional linen and amenity requirements are available at a charge.

### To send your booking sheet:

Mantra Twin Towns Resort  
Attn: Group Reservations  
PO Box 2020  
Tweed Heads NSW 2485

### To fax your booking sheet:

(07) 5536 8899  
Attn: Group reservations

### To email your booking sheet:

twintowns.conf@mantra.com.au

**For further information or to make a reservation over the phone call Group Reservations on 1800 19 20 20.**

## Terms and Conditions

### DEPOSIT POLICY

One night's accommodation deposit is required by credit card upon reservation (or by bank cheque within 48 hours of the booking). Full payment is then required Fourteen (14) days prior to arrival.

### CANCELLATION POLICY

No cancellation fee will apply if the booking is cancelled fourteen (14) days or more prior to guest arrival however an administration fee of 5% will be applicable. One (1) night's cancellation fee shall apply if the booking cancelled within fourteen (14) days prior to the guest arrival.