



The Carrington Hotel

Accommodation Booking Form

Shelley Constable and Matt Richards Wedding Reception

To be held in The Grand Dining Room, Piazza and Piazza Lawns on Saturday 3rd April 2004

CONTACT & ADDRESS DETAILS

Please complete the following details clearly:

Title: Mr, Mrs, Mr & Mrs, Dr, Ms, Miss (please circle)

SURNAME: _____ FIRST NAME(S): _____

(Please ensure you provide a first name, so we can differentiate bookings with the same surname)

ADDRESS DETAILS: _____ POST CODE: _____

PHONE DETAILS: /Work _____ /Home _____ /Mobile _____

FACSIMILE: _____ EMAIL: _____

CREDIT CARD DETAILS

(Please sign authorisation for the Carrington Hotel to access payment equal to the first nights accommodation to secure your booking)

CARD TYPE: Visa Mastercard Bankcard Diners Club American Express, (Please circle)

NAME PRINTED ON CARD: _____

CARD NUMBER: EXPIRY DATE: /

AUTHORISATION:

I authorise The Carrington Hotel to access my credit card for a deposit equal to the first nights accommodation rate.

Print Name _____ Signature _____

(Upon receipt of payment a confirmation of your booking will be mailed to you along with a copy of your credit card transaction.)

ACCOMMODATION RATES

The Carrington Hotel is currently holding the following room types available to book no later than Wednesday 3rd March 2004

Please tick the relevant room type

☐ 10 x Traditional Rooms with shared facilities for one or two persons with hot buffet breakfast @ \$119.00 per room, per night.

☐ 16 x Colonial Rooms for one or two persons with hot buffet breakfast @ \$175.00 per room, per night.

☐ 2 x Colonial Deluxe Rooms for one or two persons with hot buffet breakfast @ \$200.00 per room, per night.

☐ 2 x Premier Non View Spa rooms for one or two persons with hot buffet breakfast @ \$200.00 per room, per night.

☐ 10 x Premier View Spa rooms for one or two persons with hot buffet breakfast @ \$245.00 per room, per night.

Should your guests select to stay either side of your confirmed Wedding date please contact Sue O'Grady or Reservations to book.

NUMBER OF PEOPLE: _____ PARTNERS: YES/NO CHILDREN: _____

(Accommodation rates quoted are based on one or two people sharing the same room, the third person in the room is charged \$40.00 per night)

DATE OF ARRIVAL: _____ (CHECK-IN FROM 2.00PM)

DATE OF DEPARTURE: _____ (CHECK-OUT - 11.00AM)

TERMS & CONDITIONS OF BOOKING

- ◆ Bookings will only be accepted on the proviso that all requested information is provided. Your booking request will not be processed without full details – it will be returned to you for completion.
- ◆ For general inquiries regarding accommodation please contact Sue O'Grady our Front Office Manager on (02) 4782 1111.
- ◆ Payment to secure your booking can be made via Credit Card /Cheque/Money Order and is equal to the first night accommodation rate.
- ◆ Room rates are for one or two people per room, inclusive of a hot buffet breakfast, the third person sharing the same room is \$40.00 per night.
- ◆ Booking forms must be received no later than Wednesday 3rd March 2004. Hotel rooms will be released after this date and further bookings can be made on request basis only and subject to the Hotel room availability.
- ◆ Cancellation Policy – 48 business hours notice of cancellation is required, if notice of intention to cancel is not provided more than 48 business hours prior to the event you will forfeit your payment of the first night accommodation.
- ◆ No Shows – The full amount for the accommodation held, will be charged to your credit card (no refunds allowed).
- ◆ Guest paying cash for their accommodation must pay cash for their meals and beverages etc and do not have the Hotel authority to charge back to their accommodation rooms.

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