

# HAMILTON ISLAND ACCOMMODATION BOOKING FORM – SKIN CANCER CONFERENCE 2011

PLEASE RETURN COMPLETED FORM TO:  
**UTA Travel**  
 5 Tivoli Road, South Yarra, Vic 3141  
 F: 03 9826 5290 P: 039826 8720  
 E: consultants@utatravel.com.au



**Universal Travel Agency**

## 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 (12 years & over) \_\_\_\_\_ NUMBER OF CHILDREN (& DOB) \_\_\_\_\_

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.

\*Please note: Reef view Rate is for up to 2 Adults and 2 Children; Family Room rate is for up to 2 Adults and 2 Children. A Rollaway will be required if your numbers exceed this at an extra cost. If more than Two Adults are sharing a room a surcharge will apply for the 3<sup>rd</sup> and 4<sup>th</sup> Adult @ \$54.00pp

HOTEL ACCOMMODATION	NIGHTLY RATE	NO. OF NIGHTS	CHECK IN DATE	CHECK OUT DATE
Reef View Hotel (Run of House)	\$270.00			
Coral Sea View Room (Guaranteed View)	\$320.00			
Family Room (Run Of House) 2 Rooms Interconnecting with basic kitchen facilities  *charge based on \$270 per night plus interconnecting room @ \$180 *maximum of 6 Guest rate applies for 4 Guest extra changes apply	\$450.00			
Coral Sea View Apartment (Guaranteed View)	\$320.00			
Roll Away Per Person	\$44.00			

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



# HAMILTON ISLAND ACCOMMODATION BOOKING FORM

## BUFFET BREAKFAST

Pre-purchased breakfast will be charged regardless of consumption. Refunds for breakfast will not be issued. Children 12 & Under Eat for Free only if they are accompanied by an Adult also sitting down to a Full Breakfast.

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.

## TRAVELLING WITH CHILDREN

Children on Hamilton Island Eat for Free – Conditions Apply  
Children must be 12 years of age and under and be accompanied by a paying Adult

The participating restaurants with special Kids Eat Free children's menus are:

- Reef View Hotel's Pool Terrace Restaurant (breakfast, lunch and dinner)
- Manta Ray Cafe (lunch and dinner)
- Sails Restaurant (breakfast and lunch)
- Hamilton Island Wildlife Park (breakfast only)

## PRE – POST CONFERENCE TRAVEL

UTA Travel would like to extend the Special Conference Rate for both Pre & Post Nights surrounding the conference dates for as many consecutive nights as you wish to book.

Please place the selected number of nights you wish to book on the booking form under Accommodation.

If you wish to stay at alternative accommodations on the Island Pre & Post the conference UTA Travel are happy to assist you with your requests.

Please note, Hayman Island is also close by for those wanting a luxury holiday and we have some great deals to accommodate your travel needs.

Please advise if you would like UTA Travel to call you with regards to booking a holiday around the Conference  
Yes No

## FLIGHT BOOKING DETAILS

Please advise if you require UTA Travel to book your flights.

Please Circle No Please provide flight details.  
Yes \* One of our consultants will call you to arrange your flights

Please provide:

CITY OF DEPARTURE \_\_\_\_\_ ARRIVAL DATE \_\_\_\_\_ DEPARTURE DATE \_\_\_\_\_

## FLIGHT ARRIVAL DETAILS

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. UTA Travel must receive accommodation booking forms **no later than 30 days prior to the conference start date: 05 Aug 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 [consultants@utatravel.com.au](mailto:consultants@utatravel.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 % for Visa and MasterCard transactions and 3 % for American Express transactions.

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

CREDIT CARD TYPE      1 % fee  Visa    MasterCard   3% 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 UTA Travel to deduct the appropriate accommodation charges and related transaction fees from my credit card.

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