

## 2020 Conference Accommodation Booking Form

Sofitel Gold Coast Broadbeach Hotel, 81 Surf Parade, Broadbeach

Please complete **one form per room** and return to: [gld.conference@childcarealliance.org.au](mailto:gld.conference@childcarealliance.org.au) or Fax 07 3808 2466

### GUEST DETAILS

Guest Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

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

Postcode: \_\_\_\_\_

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

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

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

### RESERVATION DETAILS

No of Adults: (max 3)      No of Children:      Children's Ages: \_\_\_\_\_

Sharing With: \_\_\_\_\_

Check-in guaranteed from 3pm onwards. Check-out is 11am

Arrival Date: / 06 / 2020      Departure Date: / 06 / 2020      No of Nights: \_\_\_\_\_

#### Room Rates per room per night, including breakfast in Bistro On3

Rooms types strictly subject to availability and not guaranteed

Guest Parking: \$20 per car/day self-parking. \$35 per car/day valet parking

Classic River View Room (contact our office for availability of Ocean View or Suite room types)	
<input type="checkbox"/> Single \$289 per night 1 guest, King bed, including breakfast	<input type="checkbox"/> Twin \$311 per night 2 guests, 2 Double beds, including breakfast
<input type="checkbox"/> Double \$311 per night 2 guests, King bed, including breakfast	<input type="checkbox"/> Triple \$433 per night 3 guests, <u>2 Double beds</u> , including breakfast * No rollaway available

### CREDIT CARD AUTHORISATION: All details must be completed in full

To ensure your reservation is guaranteed (subject to availability), a credit card number is required to confirm your booking.  
All bookings will be payable upon the guest's arrival at the hotel; no pre-payment is processed by ACA Qld.

If this card will not be available upon check-in, the attached Third Party authorisation form **MUST** be completed (pg 3).

Credit Card Type: \_\_\_\_\_

Card No: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please note, if you are settling your account with a credit card, a credit card transaction fee will apply. The current fee is 1.3% for all types of credit cards. Fee is subject to change. Payments by Cash or Eftpos do not attract transaction fees.

**Cancellation:** Over 30 days prior: without penalty. 30 – 15 days prior 50% accommodation charges applicable. Within 14 days of arrival, including no-shows, 100% of accommodation charges applicable. (Cancellation terms will be strictly enforced).

By returning this form you are agreeing to the Terms and Conditions listed on page 2 and also agreeing to the venue's terms and conditions available on their website: [www.accorhotels.com](http://www.accorhotels.com)



## Terms and Conditions – Sofitel Gold Coast Broadbeach

Sofitel Gold Coast Broadbeach Hotel, 81 Surf Parade, Broadbeach

### Accommodation room occupancy

Rooms accommodate a maximum of either two (2) adults and two (2) children or three (3) adults. Please note at minimum one (1) adult must be staying in each accommodation room for the duration of the stay. Room types and bedding configurations are not guaranteed.

### Booking and Payment

Individual guests will be responsible for payment of their accommodation and all room incidentals including mini bar, phone calls and any other room charges.

Rates are valid 3 nights either side of the conference dates, subject to availability.

If guest request to pay by cash, the Hotel will require a \$250 cash deposit on check in, the balance of which will be refunded on check out.

Accor Plus privileges do not apply to the accommodation bookings.

### Breakfast rate

Full buffet breakfast is served in Bistro On3 and is included in your room rate (usually \$42.00). Additional guests are \$22.00 per day.

### Car park

Self-parking is \$20.00 per car/per day. Valet parking is available at \$35 per day, subject to change.

The car parking facility under the Hotel is a public car park and the Hotel is not responsible for any theft, damage or loss to any vehicles or goods that may occur in the car park.

### Check-in/out time

Check-in time is 3:00pm, and check-out is 11:00am. All guests arriving before 2:00pm will be accommodated as rooms become available. Concierge can arrange to store luggage for those guests arriving early when rooms are unavailable.

### Credit card authorisation

Upon check-in guests will be requested to provide a credit card for pre-authorisation of \$100 for incidental charges incurred during their stay. Alternatively, a \$250 refundable cash or EFTPOS bond will be required.

For a third party individual (non guest) to pay for a room a credit card authorisation form must be completed.

### In-room internet

Complimentary in-room WiFi available to all guests who sign up to the Le Club AccorHotels loyalty programme which is free to join and can be completed during check in.

### Queensland Smoking Legislation

All guests are obliged to respect the smoking-free and smoking permitted areas as designated, as well as direction from any Hotel team member regarding these areas while on the premises. Under Queensland legislation, on-the-spot fines apply to any patron smoking in a designated smoke-free area.

### Surety

Upon check-in you will be requested to provide a credit card for pre-authorisation for incidental charges incurred during your stay. The \$100 pre-authorisation will be released by your financial institution 7-10 business days after check-out. Alternatively, a \$250 refundable cash or EFTPOS bond will be required.

### Cancellation policy

**Cancellation policy will be strictly enforced. By returning this booking form you are agreeing to the following terms:-**

Over 30 days prior: without penalty.

30 – 15 days prior 50% accommodation charges applicable.

Within 14 days of arrival, including no-shows, 100% of accommodation charges applicable.



## Third Party Credit Card Authorisation

Please complete all details and return to ACA Qld email [qld.conference@childcarealliance.org.au](mailto:qld.conference@childcarealliance.org.au) or fax 07 3808 2466 with your booking form/s.

All bookings will be payable upon the guest's arrival at the hotel; no pre-payment is processed by ACA Qld.

I, \_\_\_\_\_ (cardholder) authorise Sofitel Gold Coast Broadbeach to charge our company credit card / my personal credit card for the following guests:

- ROOM ONLY CHARGES
- ROOM and INCIDENTALS CHARGES
- ROOM and BREAKFAST CHARGES
- ALL CHARGES
- OTHER (PLEASE SPECIFY) \_\_\_\_\_

GUEST NAME/ACCOUNT NAME	CONFIRMATION NUMBER (if known)	ARRIVAL/DEPARTURE DATES
1) _____	_____	_____
2) _____	_____	_____
3) _____	_____	_____
4) _____	_____	_____
5) _____	_____	_____
6) _____	_____	_____
7) _____	_____	_____
8) _____	_____	_____
9) _____	_____	_____
10) _____	_____	_____

Credit card type       VISA                       MasterCard                       Diners                       Amex

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Card No:                      /                      /                      /                      Expiry Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Phone Number: \_\_\_\_\_                      Email: \_\_\_\_\_

Company/Organisation: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Signature: \_\_\_\_\_                      Date: \_\_\_\_\_

A credit card service fee of 1.3% (subject to change) will apply to all credit card transactions, including the "credit" option on a debit card. This will also include any items charged back to the room account, such as restaurant charges. Guests may choose to change the method of payment on checkout to cash or EFTPOS as these methods do not attract a fee.

