



**Regional Universities Conference & Dinner
Accommodation Booking Form
17th - 19th October 2018**

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 non-refundable deposit, paid by credit card or (or by bank cheque within 48 hours of the booking) of \$200.00 per booking must be received immediately to confirm your booking. If the total cost of your booking is less than \$200.00, then the full first nights total is to be paid. The remaining balance is required on arrival. 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 2 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	Nightly Rate
Hotel Room (1 Queen Bed)	\$156.00 per night
Hotel Deluxe Twin Room (Two Queen Beds)	\$173.00 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 Hotel Deluxe Twin Rooms using existing bedding. Additional guests in Hotel Deluxe Twin Rooms incur an extra person cost. Extra person cost: \$69.00 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.**

Hotel King Room

* The Hotel King Rooms contain a kitchenette and ensuite. **Breakfast is not included.**

Room Type	Nightly Rate
Hotel King Room (Up to 2 persons)	\$148.00 per night
1 Bedroom (Up to 2 persons)	\$156.00 per night
2 Bedroom (Up to 4 persons)	\$219.00 per night

Apartment rates above are based on the specified number of persons in each room type. An additional person can be accommodated in the 1 and 2 bedroom apartments. The maximum number of guests in a Hotel King Room is 2. Additional guests 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 King Room. Apartment Rates do not include breakfast but breakfast can be purchased at extra cost during your stay. Signatures Restaurant Breakfast vouchers are available and can be purchased in advance at \$25.00 per person from the Hotel Reception desk or \$30.00 per person, direct to the restaurant. Hotel King Rooms are serviced daily. Apartments are un-serviced, however 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 you're booking sheet:

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

To fax you're booking sheet:

(07) 5536 8899
Attn: Group reservations

To email you're booking sheet:

twintowns.conf@mantra.com.au

For further information or to make a reservation over the phone, please feel free to call Group Reservations on 1800 19 20 20.

Terms and Conditions

DEPOSIT POLICY

A \$200.00 accommodation deposit is required by credit card upon reservation (or by bank cheque within 48 hours of the booking). Full payment is then required upon check in.

CANCELLATION POLICY

A booking may be cancelled, outside 7 days to arrival, but no refund will be issued, a credit note will remain in place and valid for 12 months, for a future stay at Mantra Twin Towns Hotel & Apartments. If the booking is cancelled with 7 days of arrival, all deposit monies will be lost.