

**AUSTRALIAN SEWING GUILD CONFERENCE**  
**Accommodation Booking Form**  
**6<sup>TH</sup> – 9<sup>TH</sup> AUGUST 2022**

**PLEASE ENSURE ALL FIELDS ON THIS FORM ARE COMPLETED & THAT ALL INFORMATION & DETAILS ARE READ CAREFULLY.**

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 or bank transfer 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.

*PLEASE NOTE - By completing this form, only allows Mantra Twin Towns Hotel & Apartments permission to charge the DEPOSIT AMOUNT ONLY. If you require the above credit card to be charged for additional nights or additional extras then a credit card authority form will need to be completed.*

*PLEASE NOTE - 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 5 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**

<u>Room Type</u>	<u>Nightly Rate (Based on 3 night minimum stay)</u>
Deluxe Room (1 Queen Bed)	\$225.00 per night
Deluxe Twin Room (2 Queen Beds)	\$250.00 per night
Deluxe King Suite (1 King Bed)	\$260.00 per night

Signatures Restaurant Breakfast vouchers are issued on arrival. They are included as complimentary within the Deluxe Rooms, Deluxe Twin Room & Deluxe King Suite 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 Twin Rooms using existing bedding. Additional guests in 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.

## Hotel Studio Room

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

<u>Room Type</u>	<u>Nightly Rate (Based on 3 night minimum stay)</u>
Studio Room (Up to 2 persons)	\$200.00 per night

## Fully Self Contained Apartments

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

<u>Room Type</u>	<u>Nightly Rate (Based on 3 night minimum stay)</u>
1 Bedroom (Up to 2 persons)	\$210.00 per night
2 Bedroom (Up to 4 persons)	\$280.00 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. 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 \$29.00 per person from the Hotel Reception desk or \$33.00 per person, direct to the restaurant. 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