

ICIEA 2013 - Reservation Form

Studio room: AUD 189 / room / night with Internet (Wifi) access
 Executive Studio room: AUD 229 / room / night with Internet (Wifi) access
 2 bedroom apartment: AUD 439 / room / night with Internet (Wifi) access
 Breakfast: AUD 12.50 / person

GUEST(S)NAME: _____

Contact Person (if different to guest) _____

Telephone: _____ Mobile: _____ Email: _____

Arrival Date (dd/mm/yyyy) _____ Departure Date (dd/mm/yyyy) _____

Number of Nights: _____ Number of Rooms: _____ Room Type: _____

Estimated arrival time: _____ Special Requests: _____

CREDIT CARD DETAILS/ AUTHORISED CHARGES

I, _____ (the card holder) authorise Quest Hawthorn to process the following charges:

() Accommodation and Bond (Ticking this box will ensure guest is not asked for a \$300 pre- authorisation to cover incidentals)

() All charges (including incidentals: mini-bar etc.) () Accommodation and Breakfast

() Accommodation only (Guest to present personal/corporate card on check-in for pre-authorisation)

() Other (please specify) _____

Visa ☐ MasterCard ☐ Diners ☐ Amex ☐

Card No: _____ / _____ / _____ / _____ Exp: ____ / ____ / ____

Card Holders Signature: _____

Please note credit cards are subject to 1.5% surcharge on all transactions

A CLEAR PHOTOCOPY OR SCANNED COPY OF THE CREDIT CARD (FRONT AND BACK) AND VALID PHOTO IDENTIFICATION MUST BE ATTACHED FOR AUTHORISATION TO BE APPROVED.

PERMANENT AUTHORITY (OPTIONAL)

☐ Please tick this box if you authorise Quest Hawthorn to keep these credit details on file to secure future reservations for this company and process the authorised charges as indicated above.

Card Holders Signature: _____ Date ____ / ____ / ____