



HOTEL USE ONLY:

REFERENCE NUMBER: _____

ENTERED BY: _____

DATE: _____

Accommodation Request Form

Conference / Group Name: Nullus Anxietus #119992	
Arrival Date: x	Departure Date: x
Guest Name: x	
Number of Adults: x	Number of Children: x
Contact Person: x	Contact Number: x
Email: x	

Room Types: Rates displayed are only valid in conjunction of an approved conference or event and based on an occupancy of 2 persons per night. Additional charges of \$30.00 per guest, per night will be applied to any additional guests. All rates include our buffet breakfast in the Lakefron Bistro, served from 6.30am-10.00am.

- Superior Deluxe Suite (\$185.00)
- Executive Spa Suite (\$230.00)
- Studio Spa Suite (\$360.00)

Bedding Requests: Subject to availability, the hotel may contact you to confirm any bedding requirements.

- Single/Double (1 x Bed)
- Twin Share (2 x Beds)
- Triple Share (3 x Beds)
- Special Requests: _____

Credit Card Details to Guarantee Reservation: Please note this card is used to secure your reservation. The Lakes Resort Hotel reserve the right to charge the below card in the event of a late cancellation or non arrival as per the outlined hotel policy.	
Credit Card Type: x	
Credit Card Number: x	
Credit Card Expiry Date: x	CCV: x
Card Holders Name: x	
Card Holders Signature: x	

Hotel Policies:

Check In Time: 14:00

Check Out Time: 10am

Booking Confirmation / Deposit Policy: All accommodation reservations, whether allocated in a group or made by the individual, must be confirmed at the time of making the reservation with a valid credit card or full payment. Reservations without necessary confirmation will not be guaranteed after 2:00pm on the day of arrival.

Cancellation Policy: Cancellation of a reservation must be notified to the Lakes Resort Hotel no later than 10:00am, 1 day prior to arrival. Any changes or cancellations after this time will incur a charge equal to the first nights accommodation or cancelled night. In the event of non-arrival the total accommodation amount will be charged.

Check In Procedure: Upon arrival all guests are asked to settle the full accommodation charges for the duration of their stay. A pre-authorisation for \$100 (Studio Spa Suite - \$200) of a valid credit card or cash bond will be required for all guests. A copy of current photo ID, matching the booking name will be required upon check-in. If full payment, bond or ID are unable to be produced at check-in, the hotel reserves the right to refuse your reservation.

Please return your completed form to: reception@lakesresorthotel.com.au

141 Brebner Drive, West Lakes SA 5021 Ph: 08 8356 4444 Fax: 08 8159 0460

"The only thing we overlook is the Lake..."