

Booking Form
Customs Brokers & Freight Forwarders Federation
Reference No: 90375941

ACCOMMODATION FORM:

17th – 19th May 2017

HOTEL BOOKINGS AT THE SCENIC HOTEL TE PANIA
45 Marine Parade, Napier

NAME: (Title & Initials) _____

ADDRESS: _____

PHONE: () _____ **FAX: ()** _____

E-MAIL: _____ **MOBILE:** _____

ARRIVAL DATE: _____ **ARRIVAL TIME:** _____ **2pm** _____

DEPARTURE DATE: _____ **DEPARTURE TIME:** _____ **10am** _____

NUMBER OF GUESTS OCCUPYING THE ROOM: _____

ROOM REQUIREMENTS: (Please Circle)

TWIN (2 double beds) / DOUBLE

ROOM RATES (Superior): \$195.50 incl GST, per room, per night (room only)

Check-in time is no earlier than 2.00pm

PLEASE CALL TO PROVIDE CREDIT CARD DETAILS TO GUARANTEE THE BOOKING

Bookings with no credit card details is not guaranteed

(Credit card provided is only to secure the booking; credit card will not be charged)

Conference accommodation conditions:

- Accounts settled at the hotel by credit card will incur a 1.5% credit card surcharge.
- Cancellation policy: if you wish to cancel your reservation, please notify the hotel at least 24 hours prior to the date of arrival. Cancellation fees may apply.
- Any guest whom fails to check-in and has not advised us of a cancellation, will be subject to one nights accommodation charge.
- More than two adults in a room will incur an extra \$30.00 incl GST charge per adult per night.
- Check in time is no earlier than 2.00 pm & check out time is 10.00 am.
- All bookings are subject to availability.
- Pre and post accommodation is subject to availability at conference rate
- A credit card authorisation will be required on check in. If a credit card is not available then a cash deposit of \$150 will be required as security for any incidentals.

HOTEL USE ONLY:

Confirmed by: _____ Date: _____

Reference Number: _____