

**2019 Victorian Waste Education Conference
Group Accommodation Request Form**

Please complete and return to Novotel Geelong Fax: 03 5223 3417 or Email: reservations@novotelgeelong.com.au

Please tick your preferences:

All rates and room types are subject to availability at the time of booking

Monday 14 October 2019 **Tuesday 15 October 2019** **Wednesday 16 October 2019**

Deluxe King (1 King Bed) or **Deluxe Twin (2 single beds)**

Accommodation rates:

Accommodation and buffet breakfast for **one**: \$249

Accommodation and buffet breakfast for **two**: \$269

Upgrade Options Available: Reservations will be made based on the order in which they are received.

Superior King Room (1 King Bed & 1 Sofa Bed) \$50 upgrade fee per night

Superior Queen Room with Bay View (1 Queen Bed) \$70 upgrade fee per night

Superior King Room with Bay View (1 King Bed & 1 Sofa Bed) \$100 upgrade fee per night

Floor Preferences: High Floors Lower Floors Near Lift Away from Lift

Valet car parking is available at an additional cost of \$25 per car, per night

Cancellations / changes within 30 days of the arrival date will be charged full cancellation charges for all nights booked

Novotel Geelong is a non-smoking hotel. Penalty fees may apply.

Guest Details:

Guest Name: _____ Company: _____

Street Name: _____ Suburb: _____

Postcode _____ Email: _____

Telephone: Work _____ Home _____ Mobile _____

Le Club number: _____ I would like a complimentary Le Club Membership

Guarantee Details:

In order to confirm your booking, a credit card is required at the time of booking.

Name on Card _____ Card Holders Signature _____

Card No: Expiry Date: /

Please indicate if this card will be accepting any of the charges incurred from this stay:

- Credit card to secure the booking only, guest to pay full account
- Accommodation charge only to credit card, guest to pay all incidentals
- Accommodation, Breakfast & Parking to credit card, guest to pay incidentals
- All Charges to credit card, guest not to pay for anything
- Other _____

Please note: A surcharge of 1.3% applies for all credit card transactions

Email to send tax invoice to upon guests' departure _____

Your request will be responded to within 2 working day of receiving your registration form