



ENVIRO 2012 - BOOKING FORM	
Contact Name	
Booking Name (if different from above)	
Postal Address	
Phone	Fax
Email	

DATES OF STAY

Check In		Check Out	
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Please indicate the number of rooms & bedding configuration required

HOTEL	ROOM TYPE	BEDDING OPTIONS	Rate Per Room	No. of Rooms Required	No. of Persons
OAKS EMBASSY	1 Bedroom Deluxe Apartment	1 King/Split Bed	\$190 Per Night		
	2 Bedroom Deluxe Apartment	1 King Split Bed + 1 x Queen Bed	\$255 per night		
OAKS HORIZONS	1 Bedroom Deluxe Apartment	1 King/Split Bed	\$190 Per Night		
	2 Bedroom Deluxe Apartment	1 x King/Split Bed + 1 x Queen Bed	\$255 Per Night		

Special Requests/Preferred Bedding Configuration

(Please note that whilst we attempt to satisfy all requests, we are unable to guarantee prior to arrival)

PAYMENT DETAILS

Payment information for each room booked is required at the time of booking to secure a group reservation. Bookings are not confirmed until a confirmation has been received from the Oaks Group Reservations Department. Rooms may be cancelled up to 7 days prior to arrival without penalty. A cancellation charge of 100% of the accommodation costs for each room will apply. No shows will also be charged 100% accommodation costs.

Credit Card

- Visa Mastercard American Express Diners Bankcard

Cardholder Name: _____

Card No: _____ Expiry Date: _____

Signature: _____

This credit card is to be charged for:

- Guarantee Only, individual guests will pay their own account upon arrival
 Accommodation
 Accommodation and Breakfast
 ALL Charges Other (please specify) _____

Please attach a photocopy of the credit card front/back and cardholder drivers' license for security purposes.

EFT details also available. Please contact us for information.

Where individual guests are to settle their own account, we require a separate form to be filled out per room booked. The hotel will require valid photo ID and a credit card imprint (security bond) of \$150.00 per room from each guest upon check in to cover any additional charges ie. telephone calls, movies etc

PLEASE FAX THIS FORM DIRECTLY TO 08 8124 9901 or email to sagroups@theoaksgroup.com.au

ATTENTION: SA GROUPS COORDINATOR