

**THE WESTIN MELBOURNE – RESERVATION FORM – MELBOURNE SCHOOL OF DESIGN**

**GUEST DETAILS**

Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact E-Mail: \_\_\_\_\_

SPG or Marriott Membership Number (if applicable): \_\_\_\_\_

**ACCOMMODATION – SELECT YOUR STAY DATES**

Day of the Week:	Sunday	Monday	Tuesday
Date:	13 <sup>th</sup> January 2019	14 <sup>th</sup> January 2019	15 <sup>th</sup> January 2019
Select Date: (tick to confirm)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nightly Rate:	\$400.00 per room Room Only Rate	\$400.00 per room Room Only Rate	\$400.00 per room Room Only Rate
Bedding:	King Bed <input type="radio"/> Two Single Beds <input type="radio"/>		

**CREDIT CARD AUTHORITY**

As per the Special Offer Rate, full prepayment of accommodation will be charged to the Credit Card provided 30 days prior to the arrival date of your reservation. By completing this section, you authorise The Westin Melbourne to charge the nominated Credit Card 30 days prior to arrival for the total accommodation indicated above.

Name on the Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Credit Card Expiry Date: \_\_\_\_ / \_\_\_\_

Security Code (back of card): \_\_\_\_\_

Card Owners' Signature: \_\_\_\_\_

*Note: American Express will incur 2.9% surcharge, VISA will incur 1.1% surcharge and Mastercard will incur 0.8% surcharge.*

**BOOKING TERMS**

- Rate is offered provided rooms are available and reservations is confirmed before 14/12/18
- Cancellation is accepted up to 30 days prior without charge
- Cancellation inside 30 days prior to arrival will result in forfeiture of the deposit charged
- Guaranteed check in time is 3pm – Early check-in is subject to availability on the day
- Check out time is 11am – Late check-out are subject to availability, fees will apply
- Rooms accommodate 2 persons – Third person can be accommodated at \$90.00 per night
- Valet Car Parking is available to Hotel Guests at \$60.00 per car, per night
- Room Rate includes High Speed Internet Access
- Photo Identification will be required on arrival along with a Credit Card for Bond Purposes