



## Counselling College Conference 2015

26<sup>th</sup> February to 1<sup>st</sup> March 2015



**Pullman and Mercure Melbourne Albert Park, Melbourne,** Located at 65 Queens Road, Melbourne VIC 3004

Make your accommodation booking by:

**PHONE** Call 1800 633 888 and **Quote** Counselling College Conference 2015

**FAX / EMAIL** alternatively, please complete this form and fax or email it directly to the Hotel via:

**Fax:** 03 9510 5795 or **Email:** [h8788@accor.com](mailto:h8788@accor.com)

Surname: \_\_\_\_\_ First Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Post Code: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_  
Company Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Booking Details:

Arrival Date: \_\_\_\_/\_\_\_\_/2015 Departure Date: \_\_\_\_/\_\_\_\_/2015 Total nights: \_\_\_\_  
Number of Adults: \_\_\_\_ Number of Children: \_\_\_\_ Special Requests: Twin/Cot/Extra Bed: \_\_\_\_  
Second Guest Name (if applicable): \_\_\_\_\_

**Rates and Room Types: (please tick)** Rates are inclusive of GST. Room types are subject to availability.

- ☐ **Mercure Standard -** \$170.00 per night, accommodation and WiFi
- ☐ **Mercure Premium -** \$190.00 per night, accommodation and WiFi
- ☐ **Pullman Standard -** \$220.00 per night, accommodation and WiFi
- ☐ **Buffet Breakfast -** \$25.00 per person per day (when pre booked at time of reservation)
- ☐ **Early Bird Offer -** 19% off the conference rates – Valid for bookings made prior to the 26<sup>th</sup> January 2015.  
**\*\*Must be pre paid at time of booking. No cancellations and no refunds\*\***

Rooms are subject to availability and once the standard room type is sold, charges apply for upgraded room types. The above accommodation only rates are for 1-2 people. A charge for the 3<sup>rd</sup> person will be at an extra cost. Pullman and Mercure Albert Park are non-smoking Hotels. Check-in is from 2.00pm and check-out is at 11.00am. Parking is available from \$16.00 per day/per exit for Self Park or for \$31 per day for Valet Service.

### Payment Method: (please tick)

- ☐ Guest will pay own account
- ☐ Third Party to take care of charges (A Credit Card Authorisation form to be completed and sent to the Hotel directly). Please note if this written authorisation is not received, the Guest will be required to settle their own account.

**Credit Card Details:** A credit card number is required to guarantee the booking. Cancellations received **within 48 hours** of arrival will be subject to a cancellation fee equal to the first nights accommodation charge per booking cancelled. Please note that a credit card will be required on check-in as pre-authorisation for accommodation and incidental charges.

Credit Card Type: \_\_\_\_\_ Credit Card Number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Expiry Date: \_\_\_\_/\_\_\_\_ Card Holders Name: \_\_\_\_\_

All reservations and room type requests are subject to availability at the time of booking. Your reservation will be confirmed to you within 48 hours of receipt. If not, please do not hesitate to contact the hotel directly.

### Hotel Use Only

Confirmation Number: ..... Date: ..... Signed: .....