



ATCA National Conference ACCOMMODATION BOOKING FORM

A special accommodation rate of \$208.00 per room per night (inclusive of 10% GST) has been negotiated with the 4 star International Esplanade Hotel Fremantle for the Australasian Therapeutic Communities Association National Conference 2011 from Sunday 29th May – Friday 2nd June 2011.

This rate applies to standard single, double or twin share accommodation.

A block of rooms has been held under the event name. Please ensure this form is completed in full and forwarded to the Reservations Department no later than four weeks prior to the conference start date. Any remaining rooms will be released at this time and accommodation will be subject to availability and rate.

PERSONAL DETAILS

TITLE: Prof / Dr / Mr / Mrs / Ms

FIRST NAME: _____

SURNAME: _____

NAME(S) OF ACCOMPANYING PERSON(S) IN SAME ROOM: _____

ORGANISATION: _____

ADDRESS: _____

POSTCODE: _____

TELEPHONE: _____ MOBILE: _____

FACSIMILE: _____ EMAIL: _____

RESERVATION DETAILS

ARRIVAL DATE: _____ ARRIVAL TIME: _____

(rooms are guaranteed from 2.00pm)

DEPARTURE DATE: _____ (checkout time is 11.00am)

TYPE OF ROOM: [] SINGLE [] DOUBLE [] TWIN

Nº OF GUESTS IN ROOM: _____

SETTLEMENT OF ACCOUNT [] CASH [] CREDIT CARD

CREDIT CARD NUMBER: _____ / _____ / _____ / _____ EXPIRY DATE: _____ / _____

CONTACT PERSON: _____

SIGNATURE: _____ DATE: _____ / _____ / _____

The Esplanade Hotel Fremantle applies a **Payment Process Fee on conference and banquet payments using a credit card** to recover the costs incurred by the Hotel in providing this payment option. A fee of 1.23% currently applies to Visa, Mastercard and Bankcard and 3% to American Express, Diners and JCB transactions for the total payable amount (including GST), this fee is subject to change. Electronic funds transfer and non credit card payment will not incur the Payment Process Fee.

ACCOMMODATION CAN BE RESERVED BY THE FOLLOWING OPTIONS

EMAIL: reservations@ehf.com.au

TELEPHONE: +618 9432 4000

FAX: +618 9432 4836

TOLL FREE Nº: 1800 998 201

MAIL TO: Reservations, Esplanade Hotel Fremantle, PO Box 1102, Fremantle, Western Australia, 6959

CANCELLATION/NO SHOW POLICY

In the event of cancellation forty-eight hours or less prior to arrival or in the case of non-arrival the Hotel will charge a cancellation fee equal to the first nights accommodation.

PARKING

Valet car-parking is available to each registered resident guest @ \$24.50 per vehicle per day, the use of this bay is not transferable. Limit one (1) car per room per day. Non-resident delegates may use our valet parking service @ \$28.00 per vehicle per day, provided a reservation is made with the concierge desk at least 24hrs prior to use. Please note the current rate is subject to change and availability. For alternative parking in the Collie Street car park please consult your coordinator for further details.