

# reed gift fairs

31 January—3 February 2009—Melbourne Convention & Exhibition Centre



## ACCOMMODATION & TRAVEL BOOKING FORM

### Crowne Plaza Melbourne—4.5 Star

Located adjacent to Melbourne Convention & Exhibition Centre  
**RATE: \$245.00 per room per night**

### Holiday Inn on Flinders—4 Star

5 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: \$225.00 per room per night**

### Oaks on Collins—4.5 Star

5 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: \$245.00 per room per night**  
 Includes buffet breakfast for one or two—3 night minimum applies

### Oaks on Market—4.5 Star

5 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: \$245.00 per room per night**  
 Includes buffet breakfast for one or two—3 night minimum applies

### Melbourne Short Stay Apartments—4 Star

10 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: Standard 2 Bedroom, (1bathroom) \$219.00 p/n**  
**Executive 2 Bedroom (2 bathroom) \$239.00 (queen & 2 singles) p/n**  
**Three Bedroom \$329.00 per apartment per night**

### Medina Executive North Bank—4.5 Star

5 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: One Bedroom Apartment—Special event rates apply**  
**29January-02February \$345.00/02-04February \$215.00**

### Travelodge Southbank—3.5 Star

10 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: Standard Room—Special event rates apply**  
**29January-02February \$250.00/02-04February \$139.00**

### Hotel Enterprize—3.5 Star

5 minute walk to Melbourne Convention & Exhibition Centre  
**RATE: Budget Room \$110.00 (1 double bed or 1 double & 1 single)**  
**Superior Room \$150.00 (1 double or 2 doubles). Rates are room only per room per night.**

*All accommodation rates are listed in Australian dollars and are valid for the Exhibition only if booked through OzAccom. Rates include GST, are quoted on a per room per night basis and are for the room only. Rates and all information are current at time of printing and are subject to change without prior notification. Bookings made after 31 December 2008 may be subject further terms & conditions.*

### DISCOUNTED DOMESTIC AIR TRAVEL

We are pleased to advise Qantas, Jet Star and Virgin Blue Airlines are available for your exhibition travel, with all domestic bookings being processed through OzWings (a division of OzAccom). OzWings is a licensed travel agent, please contact our office for all your travel requirements. Please note there is a \$29.50 travel management fee per flight booking.

Please indicate your requirements below.

Departure Date:...../...../.....

Departure Airport:..... Preferred Time: : am/pm

Return Date:...../...../.....

Return Airport:..... Preferred Time: : am/pm

Class of Travel (Please indicate).....

Frequent Flyer No & Airline:.....

Please fill in the above details and our travel consultants will contact you to finalise details and arrange payment.

#### Qantas

- Super Saver
- Economy Class
- Business Class

#### Virgin Blue / Jet Star

- (Payment must be made at time of booking)
- Fully Flexible Fare
- Saver Fare (Conditions Apply)



### DELEGATE CONTACT DETAILS

Last Name:.....

First Name:..... Title:.....

Organisation:.....

Mailing Address:.....

City:.....State:.....Postcode:.....

Telephone (Work):.....

Facsimile:.....

Telephone (Other):.....

Email:.....

Hotel Preference:.....

2<sup>nd</sup> Preference:.....

Room Type:.....

Share With:.....

Arrival Date:.....

Departure Date:.....

ETA:..... ETD:.....

Special Requests:.....

### DEPOSIT REQUIREMENTS

Deposit Enclosed: \$.....

To secure and confirm your accommodation, credit card details are required as a guarantee. These details will be passed on to the hotel and it is at the hotel's discretion as to whether a deposit will be charged prior to arrival. An imprint will be required upon check in and your full account is to be settled with the hotel on departure. *NB No monies will be debited from your credit card by OzAccom for accommodation.* Alternatively, a deposit of one night's accommodation by cheque is acceptable. Cheque payments should be made payable to OzAccom Pty Ltd. International delegates must provide an international bank draft, in Australian Dollars and drawn on an Australian Bank and Branch.

### CREDIT CARD DETAILS

Type of Card:.....

Card Number:.....Expiry...../.....

Cardholder's Name:.....

Cardholder's Signature:.....

Though every effort is made to secure your accommodation preference, should the hotel have a full-house situation, your second preference will automatically be selected. Written confirmation will be advised by email - if no email address supplied, a confirmation letter will be forwarded by post. Accommodation Tax Invoices will be issued by your chosen hotel upon checkout.

**Please indicate your accommodation and air travel requests on this page and return to:**

**OzAccom & OzWings:**  
**PO Box 104 RBH Post Office Q 4029**  
**P: 07 3854-1611 Toll free: 1800 814 611**  
**F: 07 3854-1507**  
**E: ozaccom@ozaccom.com.au**

