

EXHIBITOR ACCOMMODATION & TRAVEL BOOKING FORM

SECTION A: Exhibitor Contact Details

Surname.....Given Name.....Title (Mr/Mrs/Ms).....
 Company Name.....
 Exhibiting at the Conference? (Y or N).....Membership number:.....
 Mailing Address.....Postcode.....
 Telephone: (Work)Facsimile.....Mobile.....
 Telephone: (Home).....Email.....
 Room Type.....Share with.....
 Arrival Date:.....ETA:.....Departure Date:.....
 Special Requirements.....

Rydges Capital Hill Canberra

Superior Room \$214.00
*****Breakfast is \$19.00 per person**

Rydges Capital Hill Canberra is a boutique hotel nestled in luxury surroundings. A Canberra hotel accommodation offering unique features that will enhance your stay, the central atrium is one of these features. All rooms have modern ensuite with bath & shower. Superior Rooms are spacious with a comfortable lounge area to provide guests with an ideal location for relaxing, and are some of the largest standard hotel rooms in Canberra.

All accommodation rates are listed in Australian dollars and are valid for the Forum only if booked through The Ozaccom Group. Rates include GST. Rates and all information are current at time of printing and are subject to change without prior notification. Accommodation bookings made after 23 April 2010 may be subject further terms & conditions. **The Ozaccom Group and Christian Schools Australian are NOT responsible for organising or finding sharers. If booking Shared Accommodation your booking must include sharer name to book Twin Room**

SECTION B: Payment

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

SECTION C: Optional Air Travel Request

Exhibitors may make their own Air travel arrangements or book through OzWings (a division of Ozaccom). Please fill in the details below and our consultants will contact you to finalise details and arrange payment. Please note there is a travel management fee of \$33.00 per flight booking.

Departure Airport Departure Date 2010 Preferred Time:.....
 Return Airport Return Date 2010 Return Time:.....
 Airline
 Class of Travel Frequent Flyer

PLEASE COMPLETE THIS FORM AND FORWARD IT WITH PAYMENT TO THE OZACCOM GROUP:

PO Box 104 RBH Post Office QLD 4029 > Toll Free: 1800-814-611
 Fax: +61 7 3854-1507 > Email: ozaccom@ozaccom.com.au