

GROUP ACCOMMODATION QUOTE REQUEST FORM – 2014

BUSINESS/ORGANISATION/CLUB NAME:

CONTACT PERSON - FIRST NAME: LAST NAME:

PHONE: FAX: EMAIL:

ACCOMMODATION DATES: ARRIVAL: DEPARTURE: NUMBER OF NIGHTS:

NUMBER OF ADULTS: NUMBER OF CHILDREN (UNDER 15): APPROX AGE OF CHILDREN:

PREFERRED ACCOMMODATION TYPE: SINGLE / SHARE / COMBINED SINGLE AND SHARE (PLEASE CIRCLE)

SIGNATURE: DATE:

ACCOMMODATION

- SET AMIDST 2 ACRES OF SPACIOUS LAWNS AND GARDENS.
- 37 MOTEL STYLE UNITS THAT CAN COMFORTABLY ACCOMMODATE UP TO 135 PEOPLE.
- ALL ROOMS ARE GROUND LEVEL WITH OWN ENSUITE, AIRCONDITIONING, TEA/COFFEE MAKING FACILITES, BAR FRIDGE AND LCD TV.
- MOST ROOMS COMPRISE OF EITHER 3 SINGLE BEDS OR 1 QUEEN AND 2 SINGLE BEDS (NO BUNK BEDS).
- COMPLIMENTARY WIFI IS AVAILABLE TO ALL ROOMS.
- ALL LINEN IS SUPPLIED AND ROOMS ARE SERVICED DAILY WITH A WEEKLY LINEN CHANGE.
- SINGLE ROOMS ARE SUBJECT TO AVAILABILITY.
- COST FOR ACCOMMODATION: **SINGLE - \$66 P/P PER NIGHT**
TWIN/TRIPLE SHARE - \$33 P/P PER NIGHT

ROOMS REQUIRED:

SINGLE: (NUMBER OF PEOPLE)
 SHARE: (NUMBER OF PEOPLE)

* ALL PRICES ARE INCLUSIVE OF GST.

SPECIAL ACCOMMODATION REQUIREMENTS (EG: WHEELCHAIR ACCESSIBLE ROOM)

MEALS

- WE HAVE A FULLY EQUIPPED ON SITE KITCHEN WITH A QUALIFIED CHEF EXPERIENCED IN LARGE GROUP CATERING.
- OUR KITCHEN HAS A HACCP APPROVED FOOD SAFETY PROGRAM.
- ALL MEALS ARE HEALTHY, HEARTY, HOME COOKED BUFFET STYLE.
- BUFFET CONTINENTAL BREAKFAST IS COMPLIMENTARY WITH ACCOMMODATION OF GROUPS OF 10 OR MORE.
- HOT BREAKFAST IS AVAILABLE ON REQUEST – PRICE IS \$11.00 PER PERSON.
- LUNCH IS EITHER DINE IN OR TAKE-AWAY (AS REQUIRED) - PRICE IS \$11.00 PER PERSON.
- DINNER IS DINE- IN WITH A 2 COURSE SET MENU BUFFET STYLE MEAL – PRICE IS \$18.00 PER PERSON.

NUMBER OF MEALS REQUIRED:

CONTINENTAL BREAKFAST (COMPLIMENTARY)	(NUMBER OF DAYS REQUIRED)	*10 OR MORE PEOPLE
HOT BREAKFAST	\$11.00	(NUMBER OF DAYS REQUIRED)
LUNCH (DINE IN)	\$11.00	(NUMBER OF DAYS REQUIRED)
LUNCH (TAKE-AWAY)	\$11.00	(NUMBER OF DAYS REQUIRED)
DINNER (DINE-IN)	\$18.00	(NUMBER OF DAYS REQUIRED)

* ALL PRICES ARE INCLUSIVE OF GST.

SPECIAL DIETARY REQUIREMENTS (EG ALLERGIES)

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GROUP ACCOMMODATION QUOTE FORM – 2014

ON SITE BUSINESS AND CONFERENCE FACILITIES

ONSITE BUSINESS AND CONFERENCE FACILITIES CAN BE HIRED DAILY (DUE TO AVAILABILITY) BY PRIOR ARRANGEMENT.

- **CONFERENCE ROOM** - COMFORTABLY SEATS UP TO 100 PEOPLE AND HAS AN OVERHEAD DATA/VIDEO PROJECTOR WITH A 120 INCH AUTOMATIC SCREEN ALONG WITH TV AND DVD OPTIONS. WHITE BOARD AND FLIPS CHARTS ARE AVAILABLE UPON REQUEST.
- **BUSINESS CENTRE** – COMPRISES OF 6 WORK STATIONS COMPLETE WITH HP TOUCH SCREEN COMPUTERS, BROTHER MULTI-FUNCTION MACHINES AND BOTH WIRELESS AND BROADBAND INTERNET CONNECTIONS. A 7 LINE PABX IS ALSO AVAILABLE UPON REQUEST.
- **INTERNET LOUNGE** – COMPRISES OF 18 COMPUTER STATIONS WITH TOUCH SCREENS AND INTERNET CONNECTION.
- **BUS HIRE** – 24 SEAT MITSUBISHI ROSA BUS CAN BE DRY HIRED BY ARRANGEMENT.

BUSINESS AND CONFERENCE REQUIREMENTS:

CONFERENCE ROOM HIRE (PER DAY)	\$220.00	(NUMBER OF DAYS REQUIRED)
BUSINESS CENTRE (PER DAY)	\$330.00	(NUMBER OF DAYS REQUIRED)
INTERNET LOUNGE (PER DAY)	\$220.00	(NUMBER OF DAYS REQUIRED)
BUS HIRE (PER DAY)	\$220.00	(NUMBER OF DAYS REQUIRED)

* FACILITIES AND BUS HIRE ARE SUBJECT TO AVAILABILITY.

* ALL PRICES ARE INCLUSIVE OF GST.

PAYMENT DETAILS

- DEPOSIT OF 10% OF TOTAL COST IS DUE ON CONFIRMATION OF BOOKING.
- CHEQUES TO BE MADE PAYABLE TO TROPICANA LODGE.
- PURCHASE ORDERS MAY BE ACCEPTED WITH PRIOR ARRANGEMENT BY MANAGEMENT.
- PAYMENTS MAY BE MADE BY DIRECT BANK DEPOSIT. PLEASE CONTACT RECEPTION FOR DETAILS.

CREDIT CARD DETAILS

VISA MASTERCARD AMEX UNION PAY

CARD NUMBER

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NAME OF CARD HOLDER

EXPIRY DATE

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CCV (LAST 3 DIGITS ON BACK OF CARD)

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SIGNATURE

PLEASE SEND/FAX/EMAIL COMPLETED FORM TO:

TROPICANA LODGE
PO BOX 114
CAIRNS QLD 4870
EMAIL: reservations@tropicalodgelodge.com.au
FAX: 07 40314109

*ON RECEIPT OF THIS REQUEST ONE OF OUR FRIENDLY OFFICE STAFF WILL BE IN CONTACT WITH AN OFFICAL QUOTE.

* ALL CANCELLATIONS MUST BE MADE A MINIMUM OF 72 HOURS PRIOR TO ARRIVAL OR A CANCELLATION FEE ON ONE NIGHTS ACCOMMODATION MAY APPLY.

OFFICE USE ONLY

BOOKING CONFIRMED YES / NO ACCOUNT/RESERVATION # _____ SIGNED _____ DATE _____

P/O APPROVED YES / NO