

SOFITEL MELBOURNE

AAAM Conference
Sunday 14 – Tuesday 16 October 2007

FAX RESERVATION FORM TO:
Group Reservations Co-ordinator
Sofitel Melbourne
25 Collins Street, Melbourne, VIC, 3000
FACSIMILE: 61 3 9650 4261
TELEPHONE: 61 3 9653 0000
Email: H1902-RE07@accor.com

ROOM PREFERENCE (please tick):

- Single Double Twin
(2 x Single beds) Triple
(2 x single beds + rollaway)
- Smoking Non smoking

ROOM RATE:

Superior King Room

- \$240.00 per room per night (room only)
 \$260.00 per room per night (room including 1 breakfast)
 \$285.00 per room per night (room including 2 breakfasts)

Please note bookings are subject to availability and room preferences are on a request basis only.

RESERVATION DETAILS:

Arrival Date _____
Expected Time of Arrival _____
(Check in time is 2pm)
Departure Date _____
Booking Name _____
Email Address _____
Phone _____
Fax _____

CREDIT CARD DETAILS:

- American Express Diners Card JCB
 MasterCard Visa Bankcard

Credit Card Number _____
Name on Credit Card _____
Expiry Date _____

Accommodation Reservations must be made by **Friday 14 September 2007**
and subject to hotel availability

Sofitel Melbourne will confirm your reservation by return fax.

All rates quoted are per room per night and are inclusive of GST and are only valid for bookings received via fax.

A credit card number must accompany this registration form. Without a pre-paid deposit or credit card number, the room will not be guaranteed.

Any amendments/cancellations require a minimum of 7 days advance notice. A cancellation charge of one night's accommodation will be billed for reservations cancelled without the required notice or in the event of a non arrival.

The credit card details used for this accommodation booking must be presented on check-in for verification and to guarantee any incidental charges during the stay.

Please note that this card is used for a guarantee only and payment is to be made directly on checkout.

If a third party will be paying for the room, we require an authority to be submitted with a photocopy of the back and front of the credit card showing the signature of the cardholder.

We observe these security procedures to protect you from the unauthorised use of your credit card.

Check-in at the hotel is after 14.00. If you are to arrive before this time it is possible that you will not be able to gain access to your room.