

Accommodation Suites

All accommodation suites feature their own private balcony displaying spectacular views of West Lakes. Additional features include coffee and tea making facilities, hair dryers, irons and ironing boards, 24-hour room service, mini bar, complimentary in-house Foxtel channels, a working desk and broadband email access points within the room. In addition, our Executive Spa and Studio Spa Suites boast the luxury of a 2-3 person corner spa within the suite.

Furthermore, all guests are invited to make use of our indoor fitness area complete with the latest gym equipment, heated swimming pool, spa and steam room all with lake views.

Deluxe Suite

All our beautifully designed Deluxe Suites boast a spacious ensuite consisting of a shower over bath configuration (excluding the handicapped Deluxe Suites which are suitable for wheelchair access throughout the room). Ideal for all your accommodation needs, our Deluxe Suites can cater for single, twin or even triple share bedding requirements.

Executive Spa Suite

Featuring stunning marble bathroom not to mention a large corner spa, the savvy, chic presentation of the Executive Spa Suite will leave a lasting impression. This room is ideal for the romantic memorable night out, a long staying guest or for the corporate guest.

Studio Spa Suite

The spacious open plan of our Studio Spa Suite boasts a comfortable king size bed, a separate lounge area, wireless internet access and two plasma TV's both connected to a DVD player. This stunning suite also features a luxurious spa room which is complimented by a large glass window to not only separate this area from the rest of the suite, but to offer spectacular lake views. The Studio Spa Suite is perfect for wedding day preparations, a family travelling together, the guest who likes to entertain or those who simply wish to indulge and be spoilt.

Accommodation Rates

Rack Rates

The rates listed below are the standard accommodation rates offered to those making an independent booking.

Deluxe Suite \$170.00
Executive Spa Suite \$230.00
Studio Spa Suite \$380.00

In-House Event / Conference & Group Accommodation Rates

The rates listed below are available to guests attending a private function / conference within the hotel, or for independent groups who book a minimum of 10 rooms on any given night.

Deluxe Suite \$160.00
Executive Spa Suite \$215.00
Studio Spa Suite \$360.00

Corporate Accommodation Rates

The rates listed below are available to companies listed on our corporate database and apply for the duration of their stay.

Deluxe Suite \$155.00
Executive Spa Suite \$185.00
Studio Spa Suite \$330.00

All above rates are based on single or twin share occupancy and include complimentary full buffet breakfast in our Lakefront Bistro. Any additional guests are priced at \$30 per person, per night, with a maximum of four (4) guests in a suite at any one time.



Accommodation Booking Form

PLEASE NOTE: A group booking is not created until the Accommodation Booking Form is complete and signed by the client and a hotel employee.

Client Details

Group Booking Name / Company Name (if applicable) _____

Client Name _____

Postal Address _____

Telephone _____ Fax _____

Email Address _____

Please tick this box if you would like to receive special offers from the Lakes Resort Hotel.

Group Booking Requirements

The chart below shows the accommodation suites held within your group booking, with all rooms available to allocate immediately.

Day 1 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____
Day 2 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____
Day 3 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____
Day 4 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____
Day 5 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____
Day 6 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____
Day 7 _____ : ____ / ____ / ____	Deluxe Suite _____	Executive Spa Suite _____	Studio Spa Suite _____

Any other requirements (such as interconnecting rooms, disabled suites):

Unless stated otherwise our standard check-in time is anytime after 2pm, with checkout at 10am on the day of departure. Any late check-out requests must be pre-arranged with our Front Office Manager and incur additional fees.

Group Payment Instructions

Guests paying their own room rate and incidentals (such as room service, mini bar, etc).

Company paying room rate and incidentals (such as room service, mini bar, etc).

Company paying room rate only (guests paying for their own incidentals such as room service, mini bar, etc).

Other: (please specify) _____

Any charges accepted by the company will be invoiced to the above address unless stated otherwise. If paying with a Visa Card or MasterCard, a Credit Card Charge Authority Form must be complete prior to the event. AMEX and Diners Card will be accepted for payments prior to OR on the day of the event, but will not be accepted after the event unless previously negotiated with our Front Office Manager.

Accommodation Booking Form

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Accommodation Rate

Rack Rate

Private Event / Conference & Group Accommodation Rate

Corporate Accommodation Rate

Negotiated Rate

Deluxe Suite

Executive Spa Suite

Studio Spa Suite

Accommodation Rate to be read in conjunction with page 14 of the the Lakes Resort Hotel's function package.

Group Booking Confirmation

This Accommodation Booking Form must be completed and signed upon booking or within fourteen (14) days of a group booking being created. If your Accommodation Booking Form is not completed and signed within this time the group reservation will automatically be cancelled from our reservation system. It should also be noted that a 50% deposit or credit card guarantee is required upon confirmation to secure the group booking (group payment instructions must also be indicated upon confirmation).

An initial review of your group booking will be made **60 days prior to arrival**. At the discretion of the Front Office Manager 25% of any unallocated rooms (ie. rooms without a valid guest name) may be released from your group and made available for resale.

If applicable a group rooming list detailing all guest names and requests will be required **30 days prior to arrival**. At the discretion of the Front Office Manager any unallocated rooms (ie. rooms without a valid guest name) will be released.

A final rooming list will be required **14 days prior to arrival**. Any changes to room requirements / requests after this time are not guaranteed, with any cancellations incurring a cancellation fee if the rooms cannot be resold.

An entire group booking may be cancelled 60 days prior to arrival without penalties - after this time cancellation penalties will apply.

Accommodation Booking Conditions

All accommodation bookings made by the individual against the Group Booking must be confirmed upon making the reservation. To confirm a reservation either a \$100 cash deposit or credit card number (*including expiry date*) is required. Without necessary confirmation a reservation will not be guaranteed after 5pm prior to the day of arrival. In the event of a cancellation less than 24-hours prior to arrival a fee of \$100 will be incurred and in the event of a 'no show' the full room rate will be charged.

Upon arrival a preauthorisation holding the room rate for the duration of the stay, plus a \$100 deposit will be taken for all houseguests settling their account using credit facilities. Customers settling their account by cash, cheque or EFTPOS facilities, will have their initial \$100 deposit held and will also be required to pay the room rate for the duration of their stay upon check-in. Upon departure the \$100 deposit will be reimbursed unless further charges have been incurred (*this includes telephone calls, mini-bar, etc*). \$100 room deposit / bond applies to all guests that are responsible for their entire account or any incidentals.

It should also be noted that guests settling their account with cash, cheque or EFTPOS facilities, must also produce a current form of photo ID upon arrival.

ACCEPTANCE

I agree with the terms and conditions outlined in both pages of the Accommodation Booking Form within the Lakes Resort Hotel's Function Package.

Group name _____

Group reference / folio _____

Client name _____

Booked by (staff) _____

Client signature _____

Staff signature _____

Date group booking created ____ / ____ / ____

Date group booking deposit due ____ / ____ / ____