



PORT LINCOLN
HOTEL

**Port Lincoln Hotel
Accommodation Booking - Terms and Conditions**

All registered guests must be 18 years or over, only the registered guests can sign in and collect room keys. Maximum number limits apply to each room to comply with OH&S standards. To confirm an accommodation booking a credit card or charge back authorisation is required, any non confirmed bookings are subject to a 6pm release on the day of arrival.

The Port Lincoln Hotel reserves the right to request a credit card or advanced cash payment for all reservations prior to check in. If no credit card can be produced then all guests are required to pay all nights' accommodation and \$100 per day cash bond at the time of check in. Valid photo identification is required for any cash paying guests to ensure proof of identity and return of cash bond. The balance of an individual's cash bond is refunded on departure once all charges have been declared.

Any rooms with an associated charge back to a company or travel agent are subject to prior approval of a credit application for the receiving party. Unless stating 'All Charges' all charge back reservations will still be required to produce either a credit card or cash bond to cover the cost of incidentals.

The hotel requires all credit card payments to be stipulated in writing either via email or on company letterhead fax. Third party credit card forms are available on request. Credit card payments will not be accepted via the telephone.

Incidentals are deemed to be any possible charge that can be incurred by a guest. i.e. telephone, mini bar, internet, room service etc.
Charges apply to have mini bars removed from guest rooms.

The hotel has a strict no party policy. All guests are subject to barring, blacklisting and/or eviction if deemed to be excessively causing disruption to other guests, if they cause malicious damage to hotel property, if their behaviour is abusive towards other guests or employees or any other reason deemed necessary by hotel management.

All accommodation bookings are subject to the hotels cancellation policy.

- All individual cancellation/amendment within 24-hours prior to arrival date will be subject to one night's accommodation charge.
- Group cancellation policy 7 days with amendments within 48 hours.
- Any no-show bookings will be charged one nights accommodation at the negotiated room rate.