



ACCOMMODATION REGISTRATION FORM

Event: **Fiji College of General Practitioners Conference**
Group: **FCGP Conference**
Block Code: **2006FCGPAN**
Events Dates: **Friday 12th June – Sunday 14th JUNE 2020**

Accommodation Details

Room Category	Room Rate	Number of Occupants
Garden View Single	FJ\$325.00	1 Adult only
Garden View Double	FJ\$344.00	2 Adults & 2 Children (12 years and below)

REGISTRATION DETAILS:

Guest Name:	
Arrival Date:	Departure Date:
# of nights:	Total Accommodation:
# of adults:	# of children & ages:
Address:	
Telephone Contact:	Email Address:

Group Rate Terms & Conditions:

- Rates are quoted in Fijian Dollars on per room per night basis. NETT to the Hotel. **No further discounts apply.**
- Rates include Fiji Government taxes of 25%.
- The above rate is available to you is our Garden View room.
- All accommodation bookings are required to be booked by **Tuesday 12 May, 2020** to be able to use the above rates.
- Bookings received after the **Tuesday 12 May, 2020**, rates will be reviewed and subject to change.
- For individual direct bookings into the Group Rate – **we will require full accommodation payment to secure the date. Kindly send through remittance advise with this booking form or complete the credit card details provided below.**
- Rates includes FREE use of selected non-motorized water activities; kayaks, snorkeling, standup paddle boards, beach & pool volleyball.
- Rate includes breakfast for two adults and two kids below the age of 12 years.

Check-in / Check-out / Pre - registration

Our standard check-in time is from 1400 hours. We will make every effort to accommodate arrivals prior to this time, depending on the hotel's occupancy. Should you wish to ensure the guestrooms are ready prior to the guests' early arrival, may we suggest that they are reserved from the night before. The room charge will be based on the group rate for the purpose of pre-registration.



Our standard check-out time is 1100 hours. Should your guests wish to check out after the normal check out time a charge will apply. This will be half the room rate quoted till 1500 hours and the full room rate after this time.

F.I.T Cancellations or No Shows

- If cancellation is made 30 days prior to arrival – No cancellation fees apply
- If cancellation is made within 30 days from arrival – 100% of total estimated accommodation charges as booked will be charged.
- NO SHOWS will be charged 100% of total estimated accommodation charges as booked will be charged.
- In cases of Early Checkouts, all unused room nights are non-refundable

All cancellations are required in writing, and if not received charges will be automatically processed

METHOD OF PAYMENT

CORPORATE/PERSONAL credit card, please complete the following details, sign and return.

Credit Card Type: Visa / American Express / MasterCard / Diners / Other (please circle)

Credit Card Number: _____ Expiry: _____

Cardholder Name: _____

Amount: _____

A 3% SURCHARGE FEE IS APPLIED TO ALL CREDIT CARD TRANSACTION PAYMENTS

I hereby authorise the Warwick Fiji to debit my credit card for the above amount in relation to the services outlined.

Signature: _____ Date: _____

Please note that we will require an ID for confirmation of your credit card.

Final payment is due 30 days prior to your arrival date. Please carefully read the instructions below and tick where applicable:

Please tick if you wish to use the same credit card details to settle your final payment

Please tick if you wish to settle using a different method of payment. If so, please advice
Your preferred method of payment here: _____

Alternatively, should you wish to pay your Deposit directly into our bank account, please forward via email a copy of the remittance advice slip to the correspondent email addresses. We will also require you to include your booking name and the date of your Event for quick tracking.

BANK ACCOUNT DETAILS:

Please email registration form to Reservations Agent - Nazia: groupswkfi@warwickhotels.com
Or: Events Executive – Jane Madden: jmadden@warwickhotels.com



WARWICK

FIJI

Trading Name: Coral Surf Resort Limited
Company Name: The Warwick Fiji
Bank Name: Westpac Banking Corporation
Bank Address: 1 Thomson Street, Suva, Fiji Islands
BSB Number: 039005
Account Number: 25180000
Westpac Swiftcode: WPACFJFX

Office Use: Confirmation #: _____ Reservations entered by: _____