

Guest Registration Card

Surname		Room
First Name		Rate / Night
Address		Post Code
City		Arrival
State / Country		Departure
Company		Telephone
Email		Car Rego No.
Credit Card		Special Requirements
Details		Deposit
Card Number		Expiry Date
		Update

Guests are reminded of the provisions and limitations of the Traveller Accommodation Providers (Liability) Act 2001 in relation to loss of guest's property. A notice in relation to this act is displayed in the Reception area and in guest room compendiums. May we draw your attention to the extract from the Inkeeper Liability Act. I acknowledge responsibility for all charges posted to my account. Guests and invitees are expected to behave in a manner which is conducive to the safety, comfort and convenience of other guests within the property. A breach of any house rules may result in the eviction of the offender at the discretion of the Manager. Care should be taken with all valuables left in guest rooms. Guests are encouraged to make full use of available safe custody facilities and should contact reception for assistance.

This establishment shall not be liable to any guest or invitee for any loss, damage or destruction to any personal property brought upon these premises by the said guest or invitee. When a guest registers at Reception, or an invitee proceeds beyond that point, they shall be deemed to have agreed to be bound by these conditions. **PLEASE NOTE: CHECK OUT TIME IS 10.00AM**

I have read and agree to the above conditions.

Signature: