

## Terms & Conditions for Schoolies Bookings

The terms and conditions herein specified relate to all accommodation booked by Great Ocean Retreats for the Torquay and Jan Juc area between the dates of 21 November to December 5 2010.

### ***Payment:***

50% deposit of the total rent due plus a \$250 booking and administration service fee is to be paid within one month of booking to Great Ocean Retreats by one of the following methods; direct debit into our nominated bank account, by personal or bank cheque, money order or credit card\*.

***\*Please note all credit card payments incur a 2% surcharge.***

A further 25% of the total amount due is payable by any of the above mentioned methods by **30 June 2010**.

The final payment for all properties booked for this period is due by no later than **October 15 2010**.

Failure to pay monies due by the specified dates listed above may result in your booking being forfeited.

If any booking is made after each date of "Payment Due By" the total amount due for that period will be payable within 14 days. E.g. If a booking is made on August 1 2010 then 75% of all rent due plus the \$250 Booking and Administration Fee is payable within 14 days. Full Payment is due immediately on any booking taken after October 15 2010.

### ***Bond:***

A Security Bond of \$2000 will be held by Great Ocean Retreats on each property booked for this period. The Security Bond on all properties is due on November 1 2010. This bond must be received by one of the following methods; direct debit into our nominated bank account, bank cheque, money order or credit card\*.

***\*Please note all credit card payments incur a 2% surcharge.***

Two unconditional guarantors for the property must be registered with Great Ocean Retreats who are either the parents or legal guardians of a minimum of two individual tenants at the property.

The Bond shall be returned to the nominated tenant's bank account no later than 21 days of departure from the rented premises. This shall occur after the management of Great Ocean Retreats have confirmed that no additional expenses have incurred or any damages or breakages occurred.

## ***Bookings:***

All bookings are subject to negotiation and approval with owners. A booking may be cancelled or altered by the owner at any time. In the event of this occurring we will endeavour to find alternative accommodation. Great Ocean Retreats cannot be held responsible for the action taken by the owner, third party or unforeseen event occurring beyond our control.

A cancelled booking by a tenant will result in all monies paid being forfeited. If a replacement booking is found only the booking/administration fee of \$250 will be retained.

It is the responsibility of the tenant to ensure that the information on your confirmation form is correct. This includes dates booked and amounts charged.

## ***Rules:***

All tenant's names and details are to be registered with Great Ocean Retreats on the provided Tenant Booking Form.

Great Ocean Retreats must be notified of any and all alterations to the specified Tenant Guest List.

Keys to any property will not be issued until **all** occupants are present at a designated induction meeting led by Great Ocean Retreat Management to be held at the property you are staying at on the day of arrival.

The number of guests must not exceed the number agreed to at the time of booking

Departure time on your check out date is **strictly 10am**

All noise at all rented premises is to cease at 10.30pm. At all other times noise is to be kept to an acceptable level.

Only registered guests are to be on the premises after 9pm. Failure to comply with such may see the total bond forfeited and/or the tenancy terminated if any damage is found.

Under age drinking and/or drug taking will not be tolerated or persons under the influence of same be allowed on the property. If either is discovered then police and both guarantors will be immediately notified.

No abusive or foul language will be tolerated at any time.

All properties are non-smoking. Evidence of smoking in any property will result in a \$200 cleaning charge being deducted from your bond. Failure to collect all cigarette butts from outside the property will result in a \$100 charge being deducted from the bond.

Great Ocean Retreats reserve the right to conduct spot inspections at any time with no prior warning if information we have received warrants such inspection.

We request that you inspect your property upon arrival. Any reports of prior damage must be received by Great Ocean Retreats within 24 hours of your arrival.

Upon departure no excess rubbish is to be left at the property, dishes and cutlery washed and returned to rightful place. All floors are to be swept, vacuumed and mopped as required. All bathrooms and toilets cleaned. All cigarette butts, bottle tops and broken glass removed.

All damage and breakages must be reported BEFORE your departure.

\*\* Important note: The management of Great Ocean Retreats reserves complete discretion when interpreting and implementing all Terms and Conditions. All rights are reserved to terminate the tenancy immediately with 100% cancellation charge for any remaining nights if any of the above terms are not met by any tenant or tenant's guest at the property or if any unforeseen event is to occur that could cause loss to the property owner, Great Ocean Retreats, employees or contractors of Great Ocean Retreats.

## ***Privacy***

All personally identifying information that you provide voluntarily (e.g. name, address and phone number) will only be used by Great Ocean Retreats to respond to your enquiry and to provide our services and to offer you other products or services that we believe may interest you. Great Ocean Retreats will not sell, trade, share or licence the information you provide to any other entity.

## ***Disclaimer***

Great Ocean Retreats does not accept liability in contract or tort for any injury, damage, loss, delay, additional expense or inconvenience caused directly or indirectly by force majeure or other events which are beyond our control or which are not preventable by reasonable diligence on our part including, but not limited to war, civil disturbance, fire, floods, extreme weather, acts of God, acts of Government or of any other authorities, accidents, theft to or failure of machinery or equipment or industrial action. For the avoidance of doubt, the Cancellation Policy applies to cancellations by reason directly or indirectly related to events which are beyond our control including warnings issued by any authority.

# Tenant Booking From 21 November - 5 December 2010

**Property Address:** .....

**Total Guests:** .....**Arrival Date**.....

(Total cannot exceed number of guests listed on our website for the above mentioned property).

Registered Tenants are to complete all fields. Failure to accurately complete all information will result in your application not being accepted by Great Ocean Retreats. The completed booking form must be returned within one month of booking your property. Registered guests on signing the completed Booking Form agree to all the Terms and Conditions of Great Ocean Retreats and understand that a serious breach of such will result in the termination of the tenancy and costs for the damage will be passed on to the below mentioned guarantor and Security Bond monies forfeited as required.

**Guest One:** You will be our point of contact and receive communication via email from us regarding your stay throughout the year and will have the Security Bond returned to your nominated bank account

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)
Email address:		
Account Name	BSB	Acc

Signed.....

**Guest Two**

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

***Guest Three***

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

***Guest Four***

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

***Guest Five***

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

***Guest Six***

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

***Guest Seven***

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

***Guest Eight***

Name	Age*	Address
School	Sex	Next of Kin (including address and phone number)

Signed.....

\*Age is to be listed as the age you will be at the time of your stay with Great Ocean Retreats

## Guarantors Acceptance for all Terms & Conditions of the Agreed Tenancy

All Guarantors signing this contract agree that they are responsible for any loss incurred to the owner of the property whilst within the rented period of the tenancy caused by the tenants or their guests above the Security Bond lodged

***Guarantor One:***

Name	Address
Drivers License	Contact Phone Number(s)
Expiry:	
Signed	Witness
Date:	Date:

***Guarantor Two:***

Name	Address
Drivers License	Contact Phone Number(s)
Expiry:	
Signed	Witness
Date:	Date:

**Please return the completed Tenant Booking Form and Guarantors Acceptance Form to:**

Attention: Sally Ferris  
 Great Ocean Retreats  
 PO BOX 106  
 Aireys Inlet  
 Victoria 3231

**All payments must include the following unique reference for identification**

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