



2019 ESSA INNOVATION & PRACTICE FORUM

4 - 5 MAY 2019. MELBOURNE, VIC

ACCOMMODATION BOOKINGS TERMS & CONDITIONS

Upon booking your accommodation for 2019 ESSA Innovation & Practice Forum via ESSA, you automatically agree to the below accommodation terms and conditions:

- To receive the rates available listed on the 2019 ESSA Innovation & Practice Forum website:
 - bookings must be made in full and confirmed via ESSA.
 - a guarantee of payment must be received by ESSA (via credit card). Your card will be provided to your chosen hotel to guarantee the booking. The hotel at their discretion may charge your card prior to your arrival.
 - all bookings are subject to availability and cost at time of booking.
- Full payment will be due to the hotel directly.
- Confirmation will be sent via email within 5 days of your accommodation being received by ESSA.
- All reservations are subject to availability at time of booking.
- All rates are listed in Australian dollars and include Australian Goods & Service Tax (GST).
- This is a service to the 2019 ESSA Innovation & Practice Forum delegates. ESSA is not receiving any profit gain from these bookings. ESSA is not a travel agency.
- If you wish to cancel your accommodation, written notice must be provided to ESSA at forum@essa.org.au. Cancellation fees are below (based on the day of written notification received by ESSA):

On or before 31 March 2019:	No cancellation fee applied
1 April 2019 – 5 May 2019:	Full accommodation booking charged
“No Shows”:	Full accommodation booking charged

Disclaimer

All details are correct at time of printing as at 2 August 2018 and are subject to change at anytime without notice.

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