

LOCKHART RIVER ABORIGINAL SHIRE COUNCIL

ABN 55 631 460 952



HACC GUEST HOUSE ROOM / COUNCIL MEETING ROOM

☐ HACC GUEST HOUSE \$251.50* / NIGHT	☐ MEETING ROOM FULL DAY \$736.00*/DAY	☐ MEETING ROOM HALF DAY \$441.50*/DAY
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*ABOVE PRICES FOR ACCOMMODATION ARE NIGHTLY RATES INCLUDING GST

Name of Person / Organisation using room:	
Person / Organisation to be invoiced:	
Address on Invoice (include PO):	
Contact Telephone of Person / Organisation:	
Email of Person / Organisation:	

Check in Date:		Check Out Date:	
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Total No of Days:		Unit Cost \$		Total Cost \$	
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INVOICE – COMPLETED BY LOCKHART RIVER ABORIGINAL SHIRE COUNCIL	
TOTAL AMOUNT TO BE INVOICED: PROVIDED NO ADDITIONAL CHARGES WERE INCURRED	\$

ROOM / ACCOMMODATION TERMS

By signing this form, you agree to the following:

- Council may cancel bookings or require guests to leave at any time.
- Guests are responsible for their own belongings.
- Excessive noise or disruptive behaviour may result in eviction without refund.
- Cancellations within 3 business days of check-in incur a 100% cancellation fee.
- Guests are responsible for the cost of any lost keys, damage, theft, or additional cleaning required.
- Any outstanding charges must be paid within 7 days and may be referred for debt recovery if unpaid.
- Council is not liable for utility outages, appliance failures, or service interruptions.

DECLARATION I have read and agree to full terms and conditions of use these Terms of Use. I accept responsibility for any costs incurred during my stay and declare that the information provided is true and correct.			
Name:			
Signature		Date	

ROOM / ACCOMMODATION TERMS OF USE

At any time and with immediate effect, the Council reserves the right to:

- Cancel the registration of any accommodation or bookings.
- Give notice to any guests to vacate accommodation or rooms.

The Council endeavours to make reasonable effort to ensure the accommodation is safe and secure; however the Council accepts no responsibility and no liability for the safety and security of any person or their possessions.

The person who is named on the booking form above remains the sole contact person for communications with the Council. The Council is not responsible if the chosen accommodation does not “meet” the expected style required. Please contact us if you have any queries. The Council is not responsible for any failure of utilities, essential services and appliances. Please report any failures to the Council as soon as possible and every attempt will be made to contact the appropriate authorities or organise repairs. However, immediate repair may be beyond our control. No refund or discount will be deducted from tariffs for unusable appliances awaiting repair.

Noise complaints: Only one warning will be issued. Any further complaints will result in immediate eviction from the premises with no refund.

CANCELLATIONS

Notice of cancellation received within 3 business days of check-in, will incur a 100% cancellation fee for all nights that fall within the 3 business day period.

DAMAGED OR MISSING PROPERTY

- Please notify the Council immediately of any loss or damage to property, including keys.
- A fee will be payable for lost keys. Locksmith’s fees will also be charged directly to you.
- If property linked to the accommodation is damaged, lost or taken during your stay, the Council reserves the right to charge you the reasonable cost of repair or replacement of that property.

ADDITIONAL COSTS

The Council reserves the right to send you an invoice, for any amounts outstanding or any extra charges for cleaning, extra packages, additional guests, lost keys, call-outs, repairs or damage to property or the property itself. If an invoice is issued to you under these circumstances payment is strictly 7 days net. In the event of non-payment, the matter will be immediately referred to a debt collection agency and additional fees charged by the agency will be added to your invoice.