

Port Kembla Ski Club – Illabunda Lodge Booking Terms and Conditions

1 Submitting a Booking Application

1.1 Bookings may be made using any of the following methods:

- a) Using the online booking system; or
- b) Submitting a booking form via email to the Booking Officer

2 Winter Bookings

- 2.1 Booking applications for full members will open on 1 March of each year. Bookings made by non-financial full members will not be considered received until any outstanding membership fees are paid.
- 2.2 Booking applications for associate, honorary and ordinary members will open on 1 April of each year.
- 2.3 The Booking Officer will consider all bookings received following the AGM and will allocate bookings in order of receipt, for the purpose of allocation, any bookings submitted prior to the AGM will be treated as if they had been submitted on the day of the AGM. In the event of excess booking applications, the Booking Officer will allocate bookings based on club policies as set out in the Operations Manual.
- 2.4 Bookings are made for a bed and not a room, members and guests may indicate room preferences on their booking application and the Booking Officer will consider the preferences but no guarantees can be given.
- 2.5 Bookings are taken for 5 night periods (Sunday to Thursday) and two night periods (Friday and Saturday) or combinations of these. Bookings outside of these combinations are taken within one month of the proposed date of stay, should vacancies remain.
- 2.6 Rate per night includes lunch and dinner on day of arrival, with breakfast and lunch on day of departure. Three meals per day and light refreshments are provided on all other days of stay.
- 2.7 Members and guests can make a booking to arrive after 8:00 pm on the first night of their arrival. A discount of \$10 will apply, but no meals will be provided on the Friday.

3 Summer Bookings

- 3.1 Usually, the summer period will extend from one (1) week after the official winter closing date until the weekend of the last working bee before the winter season begins.
- 3.2 Applications for summer bookings may be submitted by full, ordinary, honorary and associate members from 1 August.
- 3.3 The Booking Officer will consider booking applications in order of receipt and in the event of excess bookings, will allocate bookings based on club policies as set out in the Operations Manual.
- 3.4 The number of guests per night is limited to 22, including the 2 beds in the Managers Room. The use of the Managers Room is only permissible when the whole lodge has been booked by one group.

- 3.5 Where a booking is made for 16 or more people, the Lodge will be exclusively available to this group and no other bookings will be accepted for the period of the booking.
- 3.6 The rooms are allocated by the guests, not the Booking Officer.
- 3.7 Upon receipt of a Summer Booking the Booking Officer will forward the Member a detailed list of rules and procedures to be followed during the visit.

4 Ordinary. Associate and Honorary Members

- 4.1 Each calendar year full members may allocate one guest to stay as an ordinary member, adult children of full members are also classed as ordinary members.
- 4.2 Associate members are allowed to stay at the lodge unaccompanied by a full member, but they must be referred by an existing full member.
- 4.3 Honorary members are provided with the same booking rights and rates as ordinary members.

5 Payment Terms

- 5.1 Payment may be made via:
 - a) Credit card – please note a surcharge applies to all credit card transactions and will be detailed on your invoice;
 - b) BPAY – using the details on your invoice; or
 - c) Direct deposit to Port Kembla Ski Club using the account details provided on your invoice²
- 5.2 Payment must be made within 14 days of receipt of the invoice. If your booking is within 14 days, payment must be made at the time of booking.

6 Cancellation Terms

- 6.1 Port Kembla Ski Club strongly encourages all members and guests to take out travel insurance.
- 6.2 Bookings may be cancelled by notifying the Booking Officer in writing.
- 6.3 The Booking Officer will advertise vacancies created by cancelled bookings, in the event of a booking cancellation, the following rates will apply:
 - a) A minimum cancellation fee of 10% of the total booking will apply;
 - b) If a replacement booking is found and the vacancy is filled, only the minimum cancellation fee will apply;
 - c) If no replacement booking is found, the following refund amounts will apply:
 - i² 75% if booking cancelled 28 days or more prior to 1st day of booking;
 - ii² 50% if booking cancelled 7 to 27 days prior to 1st day of booking;

iii) 25% if booking cancelled 1 to 6 days prior to 1st day of booking; and

iv) Nil refund if cancelled on or after 1st day of booking

6.4 If the Club is required to cancel your booking for any reason, a full refund or credit will be provided.

7 Damage to Lodge

7.1 You agree that if you cause damage to the lodge, or the lodge requires additional cleaning following your stay, you will be liable for the repair, replacement or cleaning costs incurred.

8 Children

8.1 The Child Rate applies for children from 5 years old until the completion of secondary school. Children under 5 years old stay free. Age is calculated as at the first day of stay.

8.2 Children attending tertiary education are charged the adult rate.

8.3 Any child unaccompanied by a parent or guardian must nominate a person resident in the lodge to be responsible.