**Booking Form**

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| Date of Booking  |  |
| **Accommodation Type**  | **Accommodation Rate** | **Qty** | **No of Nights**  |
| Single Bed Only  | R400.00 per person per day |  |  |
| Double bed  |  R580.00 per room per day |  |  |
| Breakfast | R 138.00 per person per day |  |  |
| Lunch |  R 160 per person per day |  |  |
| Dinner |  R170 per person per day |  |  |
| Self-Catering - 6 Sleeper  |  R 1950.00 per unit per day |  |  |
|  | **Total due**  |  |
|  | **Billing Information (Client Details)**  |
| Company Name  |  |
| First Name  |  |  |
| Surname  |  |  |
| Address Line 1 |  |  |
| Address Line 2 |  |  |
| City |  |  |
| Postal Code  |  |  |
| Contact Details (Cell and Landline) |  |  |
| Alternative Contact person  |  |  |
| Alternative Contact Cell  |  |  |
| Client Signature  |  |  |
| Date |  |  |

Terms & Conditions

1. Cancellation :
* 14 Days from Date of Arrival : 50% Refund
* 7 Days from Date of Arrival : 20% Refund
* 2 Days or on the day of Arrival : No refund
1. Please note that for self-catering units the client is required to maintain and clean the unit themselves.
2. Loss or breakages of any goods during or as a result of your stay will be invoiced for your account.
3. Check in time is from 2pm until 7pm.Late check-ins to be arranged prior to arrival. Check-ins after 9pm week days and 3pm weekends will incur a surcharge of R 200.00.
4. Check out time is no later than 11h00 a.m. on the departure date.
5. Please also note that a charge of R 150.00 will be charged to the client in the case of any keys being lost or not returned.

**Account Number for payment:**

**Account Name: Coega Development Corporation (Pty) Ltd**

**Bank: Standard Bank**

**Type of Account: Current**

**Account Number: 0800 90516**

**Branch Code: 050017**

**Please use REFERENCE Number allocated to your event.**

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| **FOR OFFICE USE ONLY** |
| **PERSON RESPONSIBLE FOR BOOKING**  |  |  |
|  |  |  |  |