



ACCOM NELSON BAY

5 Stockton St. (PO Box 84)
Nelson Bay NSW 2315
Ph: 02 4981 1577 Fax: 02 4984 1204
eMail: mail@accomnelsonbay.com

GUEST REGISTRATION FORM

Agreement between:
Accom Nelson Bay as agent for the owner of the property ("the owner") and

Guest Details:

Name:
Address:
.....
Mobile Number:
E-Mail Address:
Vehicle Registration:

Reservation Details:

Arrival Date: Departure Date:
Property Address:
Total payable:\$..... Number of guests:..... Adults and Children

**Notes: Total payable includes tariff plus any hire charges for linen or equipment
Total payable must be paid in full prior to receiving any keys to the property**

Departure time is 10:00am – If you have not arranged to stay past this time you may be charged for a full extra day.

In consideration of the rent paid by me to Accom Nelson Bay; I agree as follows:

- To pay for any loss or damage to the property and its contents during my occupancy of the property.
- That I will not make any claim against Accom Nelson Bay or the owner, for any damages or loss to my goods or valuables during my occupancy of the property.
- To pay a replacement fee for any keys/remotes lost or not returned on the departure date.
- To leave the property in a clean and tidy state (Including BBQ).
- To pay additional cleaning fees if the property is not left in a clean and tidy state.
- To abide by all the Accom Nelson Bay – Terms and Conditions – and acknowledge that those terms and conditions form part of the agreement.
- Agree to the disclosure of personal information to persons requiring that information in the normal activities of maintaining the property on a day to day basis. (tradesmen; housekeeping;)

Security Deposit:

I agree to a pre authorisation of my credit card to be held by Accom Nelson Bay as a security deposit and I authorise any expenses to be taken from the credit card arising from any breach of this Agreement and/or Terms and Conditions of renting this property.

Credit Card details:

Master Card Visa Card

Card Number:/...../...../..... Card ID No:..... Card Expiry date/.....
Card Signature..... Name on Card:.....
Drivers License No:.....

Guest Signature: **Date:**.....

Office use only: Received Key # Remote/Swipe included