

MANTRA ON SALT BEACH, KINGSCLIFF NSW

1.0 General Terms & Conditions

1.1 Rate Information

All rates are quoted in Australian dollars.

1.2 Taxes and Levies

The accommodation component of our invoices is not subject to GST (Goods and Services Tax) as they are residential investments and we are raising the invoices on behalf of the individual owners. GST has been included in all other prices quoted. Subject to new Government taxes or changes to existing tax legislation (State or Federal) effecting accommodation or associated services, the Resort reserves the right to vary the prices and conditions of the contract accordingly.

1.3 Extra Person

The following fees are applicable for additional guests (adults) allocated to an accommodation room; more than the number of guests included in the accommodation rates outlined in this agreement, and up to the maximum number of guests permitted in the room. One sofa bed is available in the One Bedroom Suites and Two Bedroom Suites. Rollaway beds are unavailable.

1.3.1 Hotel Room and 1 Bedroom Suite - using existing bedding, and with breakfast: \$25.00 per additional guest per night

1.3.2 1 Bedroom Suite - using the sofa bed, and with breakfast: \$65.00 per additional guest per night

1.3.3 2 Bedroom Suite - using the sofa bed, and with breakfast: \$65.00 per additional guest per night

1.3.4 Children breakfast chargers; Children 0-4 eat free, 5-12 \$10.00 per child, children 12yrs and over pay full rate of \$20.00 each

1.4 Check In and Checkout

Resort check in time: 1400 / Checkout time: 1000

Requests for early check in and late checkout can be made, however can only be guaranteed with the following arrangements:

1.4.1 Guaranteed early check in prior to 1400: pre-registration for the night prior, at the contracted room rate

1.4.2 Guaranteed late checkout, prior to 1800: a fee equal to 50% of the contracted room rate applies

1.4.3 Guaranteed late checkout, after 1800: a fee equal to 100% of the contracted room rate applies

All guaranteed early check in and late checkouts will be confirmed, subject to availability.

Should any delegate not vacate their accommodation room at the resort checkout time, and without making prior arrangements for a late

1.5 Accommodation Room Types

Mantra on Salt Beach is a strata title property. Accommodation room types and room numbers available may fluctuate by up to approximately 3%, up to three (3) months prior to your event.

1.5.1 Hotel Rooms: 1x King bed or 2x single beds. Maximum capacity is 2 guests. No sofa bed.

1.5.2 1 Bedroom Suites: 1x King bed. Maximum room capacity is 3 guests, utilising existing bedding and one sofa bed.

1.5.3 2 Bedroom Suites: 2x King bed or 1x King bed and 2x single beds. Maximum room capacity is 5 guests, utilising existing bedding and one sofa bed.

See clause 1.3 for additional guest and bedding charges.

1.6 Cancellation

All rooms cancelled within 30 days prior to the event will be charged at the agreed rate for all room nights cancelled.

1.7 Parking

Undercover parking is available for day and overnight use, and is offered complimentary (subject to availability).

1.8 Delivery and Collection of Goods

1.8.1 The Resort will accept deliveries of goods two (2) working days prior to the event, and all goods must be collected within two (2) working days following the conclusion of the event. A fee will apply for each day items remain at the hotel outside of the two (2) working days prior and post event.

1.8.2 Operating Hours of Resort's Loading Dock: 7:30am to 4:00pm Monday to Friday (except Public Holidays). All requests outside these times must be prearranged with the Event Coordinator 7 days prior to the event start date. Delivery address: Peppers Salt Resort & Spa, Bells Boulevard, KINGSCLIFF NSW 2487 Australia.

1.8.3 Conference merchandise or equipment which is couriered or posted to the Resort, must be labelled with the appropriate information. The Resort accepts no responsibility for item's that are not duly labelled as requested.

1.8.4 The Resort accepts no responsibility for any items delivered or left for collection.

1.8.5 The Resort must be advised in writing of all incoming good which must include the following information: Number of items being delivered, expected delivery date, size of each item, weight of each item, and description of each item.

1.8.6 The Resort will not arrange Couriers on behalf of clients. All goods being collected from the resort must be clearly labelled, and have a completed consignment note attached to each item being collected. The Resort will not sign senders' declarations on consignment notes, or fill in consignment notes on behalf of clients under any circumstances.

1.8.7 The maximum height of the loading dock is 3.9m. If goods are required to be moved from our loading dock around the car park there is a 2.3m maximum height clearance. The Resort has a pallet jack on-site that will lift 2.5 tonnes. For ease of moving and storage please recommend that the goods are strapped onto whole pallets for easy transportation. The Resort does not have a forklift on-site so please advise delivery drivers of the requirement for vehicle with a lifter, to any items over 30kg. Deliveries will not be accepted where items are more than 30kg and the vehicle does not have a lifter.