

Regional Workshops
28th – 30th September 2010

Accommodation Registration Form: Spencer on Byron Hotel

FAX this form to: [09] 916 4993

Block code: KSC250910

PERSONAL DETAILS (please print or type)

Company _____

Surname _____ First Name _____

Accompanying Person _____ First Name _____

Postal Address _____ City _____

Phone (_____) _____ Fax (_____) _____

Email: _____ Dietary Requirements _____

Room Type	Room Rate	Date Arrive	Date Depart	No. Adults	No. Children	Special Requests
Spencer Studio	\$159.00					

****Complimentary upgrade to Spencer 1 bedroom Suite****

Bedding requirements (Please circle one) Single Twin Double

RESERVATIONS ARE TAKEN ON A FIRST COME, FIRST SERVED BASIS

If we are unable to meet your first room type request, please note we automatically allocate you to another room type.

- Rates quoted are per room per night in \$NZD and include **12.5% GST**. Room rate covers 2 adults sharing existing bedding. Children 12 years or under sharing existing bedding no extra charge
- **A Deposit of one nights' accommodation per room or a credit card number will be required within 30 days of receiving your confirmation. Reservations not secured by deposit or credit card details will be released 30 days prior to arrival.**
- Cancellation within 14 days of arrival will incur a charge of the first night's accommodation per room
- Guaranteed check in time is from 2:00pm. Check out time is 11:00am
- These room rates do not include breakfast - \$25.00pp for full cooked option.

ACCOMMODATION DEPOSIT ENCLOSED or CREDIT CARD DETAILS COMPLETED

PLEASE SEND COMPLETED REGISTRATION FORMS TO:

Reservations Department, Spencer on Byron Hotel

9-17 Byron Avenue Takapuna

PO BOX 33 1148 Takapuna Beach 0740

Phone: 09 916 6111, Fax 09 916 4993, Email: reservations@spencerbyron.co.nz

CREDIT CARD (Tick One)

- American Express Credit Card Number: _____
- MasterCard
- Visa Signature _____ Expiry Date: _____
- Diners Club
- Company Cheque only (Excluding personal cheque)