



THE THRASS INSTITUTE CONFERENCE

A 4.5 star hotel in the heart of Melbourne, the contemporary Novotel Melbourne on Collins is perfectly positioned on stylish Collins Street. The hotel offers 380 beautifully appointed Collins Street hotel rooms - each peaceful space designed for natural living. Comprising of business centre, Lane Cafe and Bar and fitness centre, Novotel Melbourne on Collins is a preferred destination for both business and leisure travelers.

Rates available to stay: 01 – 03 August 2019

Room Type	Discount
Standard Room 1 Queen Bed	15% off the best unrestricted rate

- Check in from 2:00pm / Checkout before 11:00am
- Discounted buffet breakfast rate of \$30.00 per person (Normally \$35.00).
- Rates will only be available until 01 July 2019. All requests following this time will be subject to availability and best available rate will be offered.
- Credit card required to guarantee the reservation.
- Full prepayment required at the time of booking. Booking is non-refundable and non-cancellable.
- Although the above times are our normal check in and out times, you are welcome to be at the hotel and enjoy our facilities outside these times. Our Front Office staff can store your luggage until your rooms are available or until you depart.

How to book your accommodation

You can book your accommodation room by contacting our Reservations Department directly on +61 3 9667 5800. Alternatively, you can complete the attached booking form and email to h1587@accor.com

Please ensure to quote either the block name/block code THI0819 and dates required at time of booking.

Car Parking

Valet car parking is available for \$49.00, per car, per night, payable at the hotel.

Transportation

A taxi from Tullamarine Airport to the hotel will cost approximately \$70.00 - \$80.00 each way. Our dedicated concierge team can also assist to arrange private airport transfers or shuttle bus bookings.

For any more information about our hotel and our facilities please visit <http://www.novotelmelbourne.com.au/>

Conference Accommodation Booking Form

In the interest of security for credit card holders, if you would like to pay for any charges for a nominated guest by credit card, please complete the following information and return by either fax or email.

Guest Information:

Name of Guest: _____

Date of Arrival: _____ Date of Departure: _____

Postal Address: _____

Contact Telephone: _____

Contact Email: _____

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Payment Information:

Type of Credit Card (please circle one): Bankcard MasterCard Visa American Express Diners Club

Cardholder Name: _____

Credit Card Number: _____ Expiry Date: _____

Cardholder Contact Number/ Email: _____

Accepted Charges: (Please Tick)

Accommodation Breakfast Incidental Charges All Charges

Other: _____

Please note that a 1.3% surcharge will apply when paying via credit card.

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Please check all details are complete. Incomplete forms may delay or prohibit payment from being processed.

I hereby authorise the Novotel Melbourne on Collins to charge my credit card for the above charges. I understand that accommodation charges include any late cancellation fees or no show fees which the guest may incur for this booking. The guest will be responsible for settling any additional charges not covered by this authority.

Signature of Cardholder

Date