



STAFF ACCOMMODATION REQUEST FORM

Discount is for lead in room types with upgrades subject to availability. All rates are based on single or twin share and extra person charges will apply if room configuration allows.
All rates include GST.

PERSONAL INFORMATION (Please write clearly in black or blue ink)

Your name :

Where you work :

Your mobile :

Department :

Your email :

BOOKING INFORMATION

Checkin date : / /

Nights :

Room type : Twin or Double (please circle)

No. of guests :

Pay for an upgrade : Manager will be in touch with you

Any requests :

Hotel requested : _____

Please pass your completed form to your hotel manager for approval. A request will then be made and if available a confirmation will be sent to the email supplied on the form. All booking requests are subject to availability. Whenever possible all staff will be upgraded to the best available room. Stays do not qualify for Wyndham Rewards points.

Your Signature

Hotel Managers Signature

