

2021 PINJARRA SCHOOL CAMP BOOKING FORM

Organisation Information								
School Name:				Year Group:				
Postal address:								
City:				Phone:				
Primary Contact Name:				Email:				
Billing Email Address:								
Event Information								
Check In Date:				Check Out Date:				
TOTAL Guest:		Male Students :		Female Students:		Supervisors:		
24 Hour Contact Person (During Event):					Mobile no:			
Arrival Time:				Departure Time:				
Catering Required? Yes / No				Activities Required? Yes / No				
Preferred Accommodation (<i>Subject to availability</i>)								
<i>Please Note – Beds have protective sheet ONLY. Groups are required to supply own bedding, pillow and towel. Linen packs available to hire \$15.00 per person</i>								
Cottages	Sleeps	Rooms	Bathrooms	Singles	Bunks	Doubles	Heating/Cooling	
Scrutton Lodge	54	22	3	22	16		Tile Fire	
Cook	18	5	3	14			Tile Fire	
Glasgow	18	6	3	18			Tile Fire	
Kitchener	18	5	3	8	5		Tile Fire	
Nelson	17	5	3	17			Tile Fire	
Shakespeare	17	6	2	17			Open Wood Fire	
Clive	16	6	2	16			Tile Fire	
*Livingstone	16	4	3	10	3		Reverse Cycle	
*Raleigh	16	5	3	16			Tile Fire	
Wolfe	16	6	2	14		1	Tile Fire	
Middlemore	15	6	2	13	1		Tile Fire	
*Hudson	16	5	3	16			Tile Fire	
<i>*Disability Cottages – Wheelchair access to Hudson, Raleigh and Livingstone</i>								
GOLD COTTAGES – includes all bed linen (flat sheets, pillow & pillowcase, blanket) and towel. <i>Surcharge applies per night (in additional to the package rate of \$55/student, \$68.50/staff)</i>								
Cottages	Sleeps	Rooms	Bathrooms	Singles	Bunks	Doubles	Heating/Cooling	SURCHARGE
Fairbridge House	24	9	2	16		4	Tile Fire	\$360
Belfast	19	7	2	13	1	2	Heater	\$285
Heath	15	6	2	7	2	2	Reverse Cycle	\$225
Nightingale	14	4	2		5	2	Reverse Cycle	\$210
Saumarez	9	9	3	9			Reverse Cycle	\$135
Evelyn	9	9	3	9			Reverse Cycle	\$135
Darwin*	8	4	3	6		1	Reverse Cycle	\$120
Oxford	4	2	1	2		1	Reverse Cycle	\$60
<i>Please note check in is 2pm and check out is 10am.</i>								
Notes / Special Requests:								

2021 Department of Education School Group Rates				
	STUDENTS	ADULTS	‘Meals’ includes continental breakfast, lunch, dinner and dessert. Fruit and biscuits are provided for self-serve morning and afternoon Tea.	
Accommodation	\$22.73	\$27.90		
Meals	\$27.27	\$34.10		
Sub Total (exc. GST)	\$50.00	\$62.00	OPTIONAL ADD ONS (ex GST)	
GST	\$5.00	\$6.20	Cooked Breakfast - \$5pp/day	YES / NO
TOTAL/night	\$55.00	\$68.20	Substantial M/A Tea- \$5pp/day	YES / NO

VENUES	Price	Description
LADY KYLE MEETING ROOM	\$300p/d	Fits 50 people theatre style (chairs only) Conference setting – U-shape with tables, accommodates up to 25
RUBY FAIRBRIDGE GYM	\$300p/d	Fits 350 people theatre style (chairs only)
CLUBHOUSE Upper (Dolan’s Retreat)	\$490p/d	Fit 120 people theatre style (chairs only)
CLUBHOUSE Lower	\$490p/d	Fits 100 people seated for dining
CLUBHOUSE with Kitchen	\$1,000p/d	Full commercial kitchen and equipment, price includes Clubhouse Lower hire.
BELINDA BARRY	\$280p/d	Fits 60 people theatre style (chairs only)
ENTIRE CLUB HOUSE	\$1500p/d	Clubhouse Lower, Clubhouse Upper (Dolan’s Retreat) Belinda Barry Wing and commercial kitchen

EQUIPMENT	COST	QTY REQUIRED
Projector and screen	\$25.00 / day	
PA System with mic.	\$25.00 / day	
Lectern	\$20.00 / day	
Whiteboard	\$20.00 / day	
Whiteboard markers	\$5.00 / day	
Urn	\$5.00 / day	
TABLES AND CHAIRS (no linen)	COST	QTY REQUIRED
3m Rounds (Clubhouse/Dining Hall only)	\$15.00 / each	
1.8m white trestles	\$10.00 / each	
Plastic chairs	\$1.00 / each	

Billing Information	Purchase Order Number:	
Deposit - \$500 made by: (please circle) EFT/Invoice or Credit Card (complete details below)		
Card Holder Name:		
Card Number:	Expiry:	Security Code:
Card Holders Signature:	Date:	
<i>If you are paying your deposit by EFT our bank details are below. Please put your booking number and surname as reference.</i>		
Bank: Westpac Acc. Name: Fairbridge Western Australia Inc BSB: 036-171 Account Number: 209057		

BOOKING TERMS AND CONDITIONS

ACCOMMODATION

Please ensure that the cottages are returned to the way they were when you checked in. i.e. beds, cutlery, crockery etc. **DO NOT MOVE ANY FURNITURE.** Any cottage items (cutlery, crockery, bedding etc.) missing or damaged will incur a fee.

- Check in time is 2pm, Check out is 10am unless prior arrangements are made with management
- Bedding, pillows, blankets and towels are not supplied unless a 'Gold' cottage has been reserved
- In accordance with Product Safety Australia, we advise that children under the age of 9 should not sleep on top bunks
- Each cottage is heritage listed and **maximum occupancy** must not be exceeded, doing so threatens to overflow the septic system and doing so will incur a pumping fee to the guest

COMPLIANCES

It is understood that guests will conduct their behavior in an orderly manner in full compliance with the Management's policies & procedures and with all applicable laws. Fairbridge Village is an Historical Village please do not bring pets on site. **ALL SIZE DRONES** are prohibited on the entire Fairbridge site including surrounding private properties.

LIABILITY

The Management reserves the right to exclude or remove all objectionable persons from the Village premises without liability.

CONFIRMATION

Signed confirmation of the booking must be received within 14 days of the original booking being made along with a \$500 deposit and Credit Card details to secure the reservation. Once deposit is received, you are confirming you agree with our Terms & Conditions. The Management reserves the right to cancel the booking and reallocate the accommodation if a deposit is not received. A copy of your Credit Card and Driver's License will be required on check in.

CANCELLATION Deposits paid to Fairbridge Western Australia Inc are refundable if cancellations are received up to 14 days prior to check in date. Cancellations with less than 7 days' notice will be charged 100% of the expected revenue.

CATERING

The final number of guests being catered for is required 10 days prior to check in. Catering charges will be based on the confirmed numbers, with no changes less than 7 days prior to check in.

PAYMENT - Full payment is due within 7 days of check out.

RESPONSIBILITY

Management will not accept any responsibility for damages to or loss of property left in the camp prior to, during or after the booking. The group organiser is financially responsible for the make good of any damage or reinstating buildings to their original state whether in the area reserved or another part of the camp. Any charges will be deducted from the Credit Card details on file.

CONFIRMATION

I confirm that the details above are true & correct. I have read and understand these terms and conditions. I agree to abide by them and understand that it is my responsibility to inform the group of these conditions.

Signature of applicant:

Date: