

INDIVIDUAL GUEST REGISTRATION FORM

ACCOMMODATION INFORMATION

EVENT: Australian Accounting Standards Board
 AOSSG Meeting

Res ID: ACCB

WHEN: Sunday 20 November 2011 - Friday 25
 November 2011

WHERE: Park Hyatt Melbourne
 1 Parliament Square
 Off Parliament Place
 Melbourne, VIC 3002

Please reserve accommodation at Park Hyatt Melbourne as follows (Please tick (✓) the appropriate box):

- | | | |
|--------------------------|-------------------------|-------------|
| Single Share | | |
| <input type="checkbox"/> | Park King accommodation | AUD275.00* |
| Double Share | | |
| <input type="checkbox"/> | Park King accommodation | AUD275.00** |
| Twin Share | | |
| <input type="checkbox"/> | Park Twin accommodation | AUD275.00** |

Rates are per night

Please note: A full breakfast is available in the radii restaurant at the special rate of \$32.00 per person (normally \$40.00 per person) On entering the restaurant, guests must advise they are attending the Australian Accounting Standards Board AOSSG Meeting

Please use the following credit card to guarantee the booking:

Credit Card Name:

Type of Credit Card:

Credit Card Number:

AMEX 4 Digit Security

No:.....

Expiry Date:

Cardholders Address:

Cardholders Signature:

Date:

Would you like a confirmation sent to you for your booking?

Yes No

Email:

Cancellations:

Please note reservations cancelled within 30 days prior to arrival will be subject to a cancellation fee of 100%.

Please fax this completed form to
 Reservations Department – Park Hyatt Melbourne

Fax: 61 3 9650 6950

Phone: 13 1234 within Australia

Email: pacific.reservations@hyatt.com

ACCOMMODATION:

Special rates have been negotiated for this event with Park Hyatt Melbourne and are available by completing the registration form and faxing it back to **61 3 9650 6950**.

To secure your reservation, please book at least 35 days prior to your arrival date. Reservations are subject to availability.

ARRIVAL/DEPARTURE DETAILS

Guest Name

Guest Address:

Company Name:

Company Tel: Fax.....

I will arrive on..... at approx

Flight details

**Check-in time is from 2.00pm*

I will depart on at approx

**Check-out time is 11.00am*

Number of Adults: Children:.....

(Please note a child is considered 12 & under)

OFFICE USE ONLY

Confirmed by: _____ **Date Confirmed:** _____

Confirmation #: _____