Why book with the Conference Managers?

The Conference Managers have secured *Flexible Rates* with *Competitive Terms & Conditions* that are exclusive to attendees of the Transfusion 2014.

When you book through the Conference Managers our *Competitive Terms & Conditions* mean:

- There are **no charges** for changing your booking or reducing your stay!™
- You will only incur a 1 night’s cancellation fee should you cancel your booking!™

In addition to this, taking advantage of our *Flexible Rates* allows you to secure your accommodation at a great price!

The following hotels have been selected based on positive reviews from past guests as well as consideration of your budget and walking distance to the Conference Venue.

## Accommodation Options

### Hotel details and pricing

<table>
<thead>
<tr>
<th>Rendezvous Grand Hotel Melbourne</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Star Rating:</strong> 4.5</td>
</tr>
<tr>
<td><strong>Walking time to Congress venue:</strong> 8 minutes</td>
</tr>
<tr>
<td><strong>Room Type</strong></td>
</tr>
<tr>
<td>Standard Room</td>
</tr>
</tbody>
</table>

[Click Here to Book Your Accommodation](#)
### Oaks On Collins

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Room only rate per night*^</th>
<th>Room &amp; Breakfast SGL rate^^</th>
<th>Room &amp; Breakfast DBL/TWN rate^^</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>$194.00</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

### Quest Collins Street Central

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Room only rate per night*^</th>
<th>Room &amp; Breakfast SGL rate*^^</th>
<th>Room &amp; Breakfast DBL/TWN rate*^^</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Bedroom Apartments</td>
<td>$195.00</td>
<td>$205.00</td>
<td>$215.00</td>
</tr>
<tr>
<td>Two Bedroom Apartment</td>
<td>$330.00</td>
<td>-</td>
<td>$350.00</td>
</tr>
</tbody>
</table>

### Competitive Terms and Conditions
- Competitive Terms and Conditions only apply to amendments or cancellations made prior to Friday, 11 April 2014.
- Prices above are listed per room per night.
- The above rates are quoted in Australian Dollars and include the 10% Goods and Services Tax (GST).
- Room only rates do not include breakfast.
- Bed and breakfast rates include full buffet breakfast.

Rates may increase without notice due to changes in government charges, taxes or levies. A minimum one night’s deposit must be paid at time of booking to guarantee reservation.

### Bedding Configurations

**Hotel rooms**
- Single (SGL): A single occupancy room with one bed
- Double (DBL): A double occupancy room with one bed
- Twin (TWN): A double occupancy room with two beds

**Apartments**
- Studio Apartment: A room with either one Queen bed OR two single beds with a combined bedroom and living area.
- 1 Bedroom Apartment: An apartment with one Queen bed OR two single beds
2 Bedroom Apartment: An apartment with either one King and one Queen bed OR one Queen bed and two single beds.

*Please note bedding configurations are subject to hotel availability and may incur an additional fee*

**Accommodation Map**
Please [click here](https://mapsengine.google.com/map/edit?mid=z7fwoH7Coy3l.kJAkOM47i0bE) to view our interactive map which includes both the venue and the above mentioned accommodation options.

**Booking Your Accommodation**

**How to Book Accommodation**

*The Conference Managers will forward your contact details, reservation and deposit to the hotel of your choice.*

**Deposit**

*A deposit of a minimum one night’s accommodation must be paid at time of booking to guarantee your hotel reservation.* Your hotel booking is unable to be confirmed until the deposit payment is received.

Please Note: The balance of your hotel account for all nights booked/stayed (less the deposit paid to the Conference Managers) will be payable to the hotel at the time of checkout.

All Rates include the 10% Goods and Services Tax (GST) and are quoted in Australian Dollars.

**Group Bookings**

If your organisation would like to make a group booking of 15 rooms or more at a hotel not listed above the Conference Managers can secure rooms and negotiate group rates on your behalf with the hotel of your choice, subject to availability.

With a large network of hotel contacts our experienced staff are able to ensure all your needs are met and your booking is managed efficiently. Please contact us via telephone on +61 2 9265 0700 or by email Transfusion2014@arinex.com.au.

**Making Changes to Your Booking**

**Changing Your Booking**

Any required changes to your booking must be requested in writing to the Meeting Managers and not directly to the hotel. Please note that any changes should be made to the Congress Managers by Friday, 11 April 2014.
Checking Into Your Accommodation

Check-in and Check-out times

Check-in time is 1500 hours and check-out time is normally 1000 hours. Whilst hotels will endeavour to accommodate early arrival requests, these will be subject to hotel availability and are not guaranteed. If you wish to be guaranteed immediate access to your room upon arriving before 1400 hours you will need to pre-book, and pay for the previous night. Similarly, if you wish to guarantee a late checkout you will need to book for the next night.

Please indicate this at the time of making your booking during the registration process. Alternatively, if you have already made your accommodation booking you can request this additional night by advising the Conference Managers in writing at Transfusion2014@arinex.com.au.

Hotel Check in Procedures

As per standard hotel policies and procedures attendees will be required to provide a credit card or full cash payment upon check in. This is to cover any incidental charges that may be incurred during your stay and all remaining unpaid room nights.

The hotel will place a hold on your credit card, until point of check out, an amount which covers all unpaid accommodation nights reserved plus a daily amount for incidental charges. Any monies still being held on your credit card by the hotel, once you have settled your account and checked out will be released.

If you will be settling your accommodation account by cash you will be asked to pre pay for your accommodation in full when you check-in plus a cash deposit to cover incidentals that may be incurred during your stay. Should you not utilise any incidentals during your stay the cash deposit, for incidentals only, will be refunded to you by the hotel upon check-out.

Please note the daily incidental charge may vary across the listed hotels.

Late Arrivals

Please indicate on your registration form or notify the Conference Managers in writing if you will arrive at your hotel after 1800 hours as failure to do so may mean that your room will be released.

Accommodation Cancellation Policy

Deposits are non-refundable at Friday, 11 April 2014 and will be forfeited if you either cancel your accommodation on or after Friday, 11 April 2014 or you do not arrive on the date you are booked to check in. Cancellations must be made in writing to the Conference Managers.

For all bookings that have been paid in full; please note if you do not arrive at the hotel on the specified date the hotel will hold the room for each paid night and all monies will be non-refundable.