

The Retreat Port Stephens

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TERMS AND CONDITIONS OF YOUR STAY AT THE RETREAT

The list below has been provided for the comfort of all guests. Please read these carefully and sign below to confirm that you have read and agree to these terms and conditions.

- Office hours are 8.30am – 7.00pm
- Pool and games room hours are 7.00am – 10.00pm
- Abide by all rules set out in the Park rules section of The Retreat Accommodation Guest Guide located in all buildings.
- Report any damage and/or broken items to office staff as soon as possible or before departure
- If you have a pet to abide by The Retreat's Pet Policy
- Groups have filled out and given to office staff a list of all guests in your group.
- All Visitors of guests are to report to the office upon arrival.
- Sand board hire is by Gold Coin donation and The Retreat accepts no responsibility of any injuries that may occur.
- \$50 bond for Cottages and/or a \$200 bond for group buildings need to be paid and will be refunded after your stay after a building inspection
- Checkout is 10.00am unless otherwise agreed by Office.
- Keys are to be returned to the office upon departure. Failure to return keys will have a charge of \$30 per set.

Booking name _____ **DL no.** _____

Signature _____ **Date** _____

Cash

Pre-authorisation