

# GUEST REGISTRATION FORM

PLEASE COMPLETE THIS FORM AND RETURN IT TO RAY WHITE YAMBA PRIOR TO YOUR ARRIVAL

Please post to: Ray White Yamba – 84 Yamba Road, YAMBA NSW 2464

Email: [holidaymanager.yamba@raywhite.com](mailto:holidaymanager.yamba@raywhite.com)

Fax: 02 6646 2593

Note: All fields marked with an asterix (\*) are required for your booking and MUST be filled out. If you are unable to complete any section of this form, please contact Ray White Yamba.

\*Guest/Booking Name: \_\_\_\_\_

\*Postal Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

\*Mobile: \_\_\_\_\_ \*Email: \_\_\_\_\_

\*Licence Number: \_\_\_\_\_ \*State: \_\_\_\_\_

Property: \_\_\_\_\_

Arrival: \_\_\_\_\_ Departure: \_\_\_\_\_

## SECURITY BOND

This Guest Registration Form is to be completed for all bookings and must be signed before keys can be handed over. The form acts as a pre-authorization of your credit card and is sufficient as a bond guarantee up to \$500. Monies will only be deducted if there are found to be breaches of the Ray White Yamba Holiday Terms & Conditions. Any costs incurred to the owners as a direct result of your occupancy may result in forfeiting the bond or part thereof. If credit card details cannot be supplied, \$500 cash or cheque is payable. The cash/cheque will be refunded, minus any deductions (if applicable), usually within 14 days of vacate. If you have any queries regarding the Guest Registration Form, or have not viewed a copy of our Terms & Conditions, please contact Ray White Yamba 02 6645 8000.

### Visa OR MasterCard Only:

\*Card Number: \_\_\_\_\_ \*Expiry: \_\_ / \_\_

\*Name on Card: \_\_\_\_\_

\*Signature:  .....

## Party and Alcohol Consumption Policy

Ray White Yamba has zero tolerance policy on parties being held in the holiday houses and apartments and does not allow excessive levels of alcohol to be taken onto the premises.

A party being defined as:

- Any situation where the maximum number of guests allowed per property is exceeded.
- Any situation where the noise level from the property is disturbing neighbours and fellow residents in the street.
- Any Situation where it is deemed that intoxication is occurring
- Any situation whereby excessive traffic to/from the property is identified
- Any situation where it is identified that excessive alcohol is present.

In the event that any property/ guests is identified as having a party, the Agency reserves the right to immediately request all occupants of the property up to, and including, the guest who has booked the property to vacate the premises.

If an eviction does occur, the registered guest will forfeit their booking fee (NO REFUND) and will also be charged for any expense resulting from additional cleaning of the property, replacement of any furniture/fixture/fitting breakage, as well as for any required repairs.

## CONSEQUENCE OF EVICTION

In the event that any person requested to vacate the property fails to adhere to this request, the police will be called which may result in further action being taken against the person/s in question.

**\*I \_\_\_\_\_ have read and understand the above policy.**

**\*Signature: \_\_\_\_\_ \*Date: \_\_ / \_\_ / \_\_**

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