



2017 Charitable Partner

GROWING HOPE
For those in need

PAYMENT AUTHORISATION FORM

EVENT DATE: Saturday 14 October 2017 | **TIME:** 7:00pm for 7:30pm Start

DRESS CODE: Black Tie | **VENUE:** Savoy Ballroom, Grand Hyatt Melbourne

CONTACT DETAILS

First Name _____ Surname _____

Company / Organisation _____

Address _____

City _____ State _____ Postcode _____

Telephone _____ Mobile _____

Email _____

BOOKING DETAILS (A 10% deposit is due with the booking form to secure the table for 2017)

Table of 8 guests at \$5,500 per table including GST

Total Amount Due \$5,500 Deposit Amount Due \$ 550

Balance Owing \$4,950

Signature: _____ Print Name: _____

Date: _____

PAYMENT DETAILS (Booking will be confirmed and a Tax Invoice issued upon receipt of payment)

Direct Debit
Account Name: Incognitus Pty Ltd
BSB: 013-606
Account Number: 4827 69444
Reference – GAGD (name of organisation)

Credit Card Master Card Visa
**Please note a 2% Credit Card Surcharge will be applied*

Card Number _____

Expiry Date _____ / _____ CCV No. (Appears on the back of the card) _____

Cardholder's Name _____

Signature _____ Amount \$ _____

NB: The balance owing is due to be paid on the 26th June 2017. If a credit card provided has been deducted the outstanding monies will be deducted on this date

Please return this booking form to the address or email below:

Address: Suite 101, Waterfront City, Level 1, 441 Docklands Drive, Docklands Vic 3008 | Phone: 03 9629 1544

Email: greataustralians@incognitus.com



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Terms and Conditions

Interpretation

In these Terms and Conditions unless the context indicates otherwise:

"Client" is the individual or company listed on the Booking Form.

"Company" is the Incognitus Pty Ltd.

"Event" and "Event Date" is the event and event date described on the Booking Form.

"Booking Form" is the Booking Form on the front side of these Terms and Conditions (or page 1 of this document if faxed).

"Hospitality" is the hospitality package to be provided by the Company on these Terms and Conditions and as set out on the Booking Form.

"Invoice" is the Company's tax invoice for the provision of the Hospitality.

"Organisers" are the organisers of the Event.

"Payment Due Date" is the date the Invoice is due for payment as specified in the Invoice.

1. Booking Procedure

Following a request being made by the Client, a Booking Form will be issued. The Client must fill in and sign the Booking Form and return it to the Company within seven days of issue by the Company (or within such lesser period as may be advised by the Company). Execution of the Booking Form shall be deemed to be acceptance by the Client of these Terms and Conditions. Upon receipt of the signed Booking Form the Company will send the Client a confirmation letter and corresponding Invoice(s) ("Confirmation").

2. Price

(a) All prices and charges quoted are given in good faith and are believed to be accurate at the time on which they are given. The Company reserves the right to pass on to the Client any cost increases that it may incur prior to the date on which the Company issues its Invoice to the Client, but will bear any further cost increases itself. In the event of a cost increase being passed on to the Client in accordance with this clause 2(a), the Client may cancel its reservation in accordance with clause 7.

(b) GST at the rate of 10% (or as may be varied by law) shall be payable in addition to the price.

3. Bookings

(a) The Client acknowledges and represents that the person signing the Booking Form has the power and authority to bind the Client.

(b) The Client on signing the Booking Form agrees to be bound by and shall comply with these Terms and Conditions together with any terms of issue of the tickets to the Event and any other requirements and conditions as otherwise may be required by the Organisers of the Event.

(c) The Company reserves the right to cancel a Client booking should payment of the Invoice not be received by the Payment Due Date.

4. Payment

(a) Upon the signing of the Booking Form by the Client an Invoice for the full value of the tickets will be issued by the Company and sent to the Client.

(b) Payment of Invoices is required no later than the Payment Due Date as specified in the Invoice, or the booking may be cancelled.

(c) Payment can be made via Electronic Transfer or via credit card.

5. Ticket Distribution

(a) Documentation will be distributed at least 14 days prior to the commencement of the event as listed on the Booking Form. All attempts will be made to distribute documentation earlier where possible.

(b) Notwithstanding clause 5(a), documentation will not be released prior to payment in full for the tickets.

6. Company's Responsibilities

(a) The Company shall organise and provide the Hospitality as detailed in the Booking Form and in doing so will use all reasonable

care and skill.

(b) The Company reserves its right to substitute the form of hospitality offered for similar products of a similar standard

(c) Except to the extent that the Company's liability may not be excluded by law:

(i) The Company will not be liable for any loss or damages, howsoever arising, including but not limited to loss of income, profits, interest, opportunity or loss of market, and whether such losses may be direct, or special, or indirect or consequential, and whether or not the Company had knowledge that such damages may be incurred;

(ii) The Company shall not be liable in respect of goods or services that it does not supply in providing the Hospitality or which are additional to the Hospitality described in the Booking Form.

(d) The Client agrees that where the Company's services are acquired for business purposes, or the Client holds itself out as acquiring the Company's services for business purposes, the Trade Practices Act 1974 will not apply to any supply of goods or services made under these Terms and Conditions.

7. Cancellations

If the Client wishes to cancel its reservation, the Client must notify the Company in writing. If notice of the cancellation is received by the Company:-

(a) 60 days or more prior to the event as listed on the Booking Form, any payment received by the Company from the Client in relation to the Event will be refunded in full the total value of the cancelled Hospitality at the Event;

(b) Less than 60 days and more than 14 day before the event as listed on the booking form, any payment received by the Company from the Client in relation to the Event will be refunded less 50% of the total value of the cancelled Hospitality at the Event.

(c) Less than 14 days prior to the event as listed on the booking form, payment will not be refunded.

(d) Tickets or corporate hospitality purchased by the Company on behalf of the Client cannot be refunded. The Company will endeavour to make all efforts to on sell the tickets on behalf of the Client to assist with recouping costs but no guarantees can be made on cost recovery.

8. Non Use of Services or Facilities

If the Client either through its own choice or because it is unable to do so (through no default on the part of the Company) does not use part or parts of the Hospitality the Client will not be entitled to a refund from the Company.

9. Enjoyment of Others

The Company retains the right to require any person to leave the premises at which the Hospitality is being provided or the Event is taking place if that person:-

(a) engages in conduct which unreasonably interferes with other persons wishing to enjoy the Hospitality or the Event;

(b) hampers or impedes the provision of hospitality by the Company to other Clients and/or the conduct of the Event; or

(c) breaches any laws, by-laws, orders or other rules applicable to the venue or the Event.

If a person fails to leave the premises after being requested to do so then the Client's and all ticket holders' licences to remain at the premises of the Hospitality and the Event shall automatically be revoked.

10. Indemnity

The Client hereby agrees to indemnify and hold the Company harmless from and against any costs, claims, liabilities, losses or expenses arising from or incidental to any breach by the Client of these terms or conditions or of any law, by-law, order or other rule applicable to the Hospitality or the Event.

11. Policies

The Client hereby agrees to abide by the conditions as stipulated by the Event or Venue for which the tickets relate.

12. Non-Disclosure Confidentiality

The Client hereby agrees to maintain disclosure regarding pricing and charges relating to the Event

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