



## Broome Visitor Centre

# Conference Room Booking Form

Dear Client

Thank you for hiring the Broome Visitor Centre Conference Room.

Please complete the form and either fax or email back.

- AM Half Day Hire (8.30am – 12noon)      **\$150**  
 PM Half Day Hire (12.30pm – 4.00pm)      **\$150**  
 Full Day Hire (8.30am – 4.00pm)      **\$250**

DATE/S: \_\_\_\_\_ TIME/S: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ MOBILE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ FAX: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

### PAYMENT METHODS

- 1. Direct Deposit into account:**  
Broome Tourist Bureau Inc T/as Broome Visitor Centre  
BSB 066-505 Acct # 00161771
- 2. Mastercard/Visa**  
**Name on Card** \_\_\_\_\_ **Number** \_\_\_\_\_ **Exp** \_\_ / \_\_
- 3. Cheque** - Please make out to Broome Visitor Centre & post to PO Box 352 BROOME WA 6725

I understand the Broome Visitor Centre will invoice the above business upon receiving this booking form. Cancellation fees apply. Cancelling before 7 days of booking will incur a 10% of total charge fee, within 7 days of hire will incur a 50% of total charge fee.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

Should you have any queries please do not hesitate in contacting Marketing on 9195 2203.

