



Thank you for contacting BIG4 Beachlands Holiday Park regarding Leavers 2020.

Here at BIG4 Beachlands we have been hosting Leavers for over 20 years. We welcome these young adults into our park to enable them to relax and unwind in a friendly and relaxed atmosphere. We pride ourselves on providing Leavers with a safe environment- we have on-site 24 hour security, including female security staff and we arrange for a dedicated bus to transport Leavers to and from the Leavers Zone. Visitors to the park are not permitted during this time for the safety and security of our Leavers and their belongings.

To ensure all Leavers have a safe and enjoyable experience there are guidelines and requirements that all Leavers and their parents need to adhere to. All bookings must be made by a parent or legal guardian, who then becomes the group leader. The group leader is responsible for communicating all information to the entire group. The group leader must ensure that all members of the group (being both parents and the Leaver themselves) READ and sign the following documents.



## 2020 LEAVERS TARIFFS

Arriving 22 November and departing 27 November 2020 (5 nights)

<b><u>JACUZZI BUNGALOW:</u></b> <b>(6 BERTH)</b>	Sleeps <b>max 6 persons</b> per unit Cost per unit: \$4800; Bond: \$2500 per unit; Deposit: \$1000
<b><u>BUNGALOW:</u></b> <b>(6 BERTH)</b>	Sleeps <b>max 6 persons</b> per unit Cost per unit: \$4800; Bond: \$2000 per unit Deposit: \$1000
<b><u>LUXURY SPA VILLA</u></b> <b>(6 BERTH)</b>	Sleeps <b>max 6 persons</b> per unit Cost per unit: \$4500; Bond: \$2500 per unit Deposit: \$1000
<b><u>DELUXE VILLA:</u></b> <b>(6 BERTH)</b>	Sleeps <b>max 6 persons</b> per unit Cost per unit: \$4500; Bond: \$2000 per unit Deposit: \$1000
<b><u>2 BEDROOM CHALET:</u></b> <b>(6 BERTH)</b>	Sleeps <b>max 6 persons</b> per unit Cost per unit: \$4500; Bond: \$2000 per unit Deposit: \$1000
<b><u>2 BEDROOM CHALET:</u></b> <b>(4 BERTH)</b>	Sleeps <b>max 4 persons</b> per unit Cost per unit: \$3000; Bond: \$2000 per unit Deposit: \$1000
<b><u>DELUXE SPA VILLA:</u></b> <b>(4 BERTH)</b>	Sleeps <b>max 4 persons</b> per unit Cost per unit: \$3000; Bond: \$2000 per unit Deposit: \$1000
<b><u>DELUXE ENSUITE CABIN</u></b> <b>(4 BERTH)</b>	Sleeps <b>max 4 persons</b> per unit Cost per unit: \$3000; Bond: \$2000 per unit Deposit: \$1000
<b><u>STUDIO ENSUITE CABIN</u></b> <b>(4 BERTH)</b>	Sleeps <b>max 4 persons</b> per unit Cost per unit: \$3000; Bond: \$2000 per unit Deposit: \$1000
<b><u>1 BEDROOM CHALET</u></b> <b>(2 BERTH)</b>	Sleeps <b>max 2 persons</b> per unit Cost per unit: \$1500; Bond: \$2000 per unit Deposit: \$1000
<b><u>POWERED SITES:</u></b>	<b>Min 4 and Max 8 persons</b> per site Site cost: \$310 per person; Bond: \$100 per person Deposit: \$155 per person

**Incidentals Levy: \$130.00 per person (To be paid cash on arrival)**

Incidental levy is for; 24hr Security, Beachlands Wrist Bands and Food (Pancakes, and Dinner)

### PAYMENT

- **Non Refundable Deposits** are required to be paid when making your reservation (by credit card-1.5% surcharge).
- Should you choose to cancel your booking, or fail to pay the outstanding balance by the due date, your deposit **will not be refunded**.
- **Any changes to your booking** will incur a \$100 fee.
- Balance of tariff (less deposit paid) plus bond is due no later than **Friday 7th August 2020**.
- Payment can **be made by EFT into Beachlands bank account**.
- Bond refunds will be processed via EFT **to the group leader**, following the inspection and cleaning of all premises. **Please allow approximately 2 weeks for processing.**



## LEAVERS 2020 BOOKING CONDITIONS

BIG4 Beachlands Holiday Park is pleased to provide a safe and secure environment for you to celebrate "Leavers". Please read these conditions carefully before proceeding with your reservation.

**ALL BOOKINGS MUST BE MADE BY A PARENT OR LEGAL GUARDIAN. THIS PERSON BECOMES YOUR GROUP LEADER AND IS RESPONSIBLE FOR COMMUNICATING THIS, AND ALL OTHER INFORMATION TO THE REST OF YOUR GROUP. THE GROUP LEADER MUST SIGN AND RETURN THIS FORM WITH PAYMENT OF YOUR DEPOSIT.**

- All members of your group must be attending Year 12.
- All members of your group must read and sign a copy of our Behaviour Guidelines and have a parent or legal guardian read and sign the form.
- BIG4 Beachlands will check all parent signatures upon receipt of the signed guidelines. Any form found to have a forged parent/guardian signature will result in the immediate cancellation of the reservation and forfeiture of all monies paid.
- All members of your group must produce a letter from their school, stating that they are attending Year 12 in 2020. This letter must be on letterhead, include a clear **photo** and be signed by an authorised member of staff.
- The **original ID Letter** must be returned, along with the signed Booking Conditions, Behaviour Guidelines and Group Registration forms within **14 days of making your booking**. This must be sent all together for every member of the group. Individual paperwork will not be accepted. Should any member of your group fail to produce the required identification letter, your booking will be cancelled and any monies paid will be forfeited.
- You must ensure that everyone in your group is trustworthy as a breach of any of these conditions or our Behaviour Guidelines will result in **eviction of the entire group**.
- A 24 hour emergency contact number of a parent or legal guardian must be provided for each group member and recorded on the Behaviour Guidelines form. Parents **will** be contacted should any of our guidelines not be respected.

### PAYMENTS AND CANCELLATIONS

- A **non refundable** deposit of \$1000 of Tariff for all accommodation and 50% on sites, is required at the time of making your reservation. All other payments are to be made by direct deposit into BIG4 Beachlands bank account.
- Your deposit will not be refunded.
- We strongly advise that you take out travel insurance in the event that you have to cancel your booking.
- Changes to your booking will incur a \$100 fee.
- Incidental Levy for all guests is \$130 and to be paid in cash on arrival
- The **BALANCE** of your payment, plus your **BOND** must be paid by DIRECT DEPOSIT in full no later than **7 August 2020**. Please provide Bank details for BOND Refund -

Acct Name: \_\_\_\_\_ BSB: \_ \_ - \_ \_ \_ Acct No: \_ \_ \_ \_ \_

- If the full payment is not received by the due date, your booking will be cancelled and **NO MONIES** will be refunded.

I do hereby agree that all of the booking conditions set out above have been read and understood by all members of my group and their parents/guardians and I wish to proceed with the reservation.

-----  
GROUP LEADER NAME

-----  
SIGNATURE

-----  
DATE

(Parent or Legal Guardian)



## LEAVERS BEHAVIOUR GUIDELINES

BIG4 Beachlands is a family holiday park situated in a residential area. To ensure that we provide a safe and secure environment for our guests during “Leavers” and respect the neighbouring community, we have set the following guidelines:

- Due to our duty of care responsibilities, and the new Liquor Laws, consumption or possession of alcohol by guests under the age of 18 is not permitted. Therefore, for the duration of “Leavers”, BIG4 Beachlands will be strictly an **“ALCOHOL FREE ZONE”**. Anyone booking for “Leavers”, regardless of age, must abide by these guidelines.
- Anyone found supplying minors with alcohol will be reported to the police.
- Parents - **do not** bring alcohol into BIG4 Beachlands for your children, as this contravenes not only our “Duty of Care” responsibilities, but also the Liquor Laws, and will result in your entire group being asked to leave and forfeiting all monies paid.
- Quiet time is strictly 10.30pm. When returning to the park at night, please be considerate of other guests and our neighbours. Should your group be warned about noise more than once, your bond may be forfeited and your group may be asked to leave.
- For safety & security, all guests are required to return to the park and their allocated accommodation unit or camp site, no later than 1am.
- All accommodation units and other park buildings are to be left in the same condition as they are presented to you on arrival. Any damage to accommodation units or park buildings will result in total repair costs being deducted from Bonds held.
- A cleaning levy will be deducted from bonds held should your unit require cleaning deemed to be in excess of normal cleaning requirements.
- All rubbish is to be placed in bins provided. Littering in and around the park will not be tolerated.
- When using BBQ areas and camp kitchen, please be considerate and leave clean and tidy for the next users.
- **No outside visitors** are to be invited to BIG4 Beachlands during your stay with us.
- Every student will be issued with a wristband to be worn for the duration of his or her stay. Lost or damaged wristbands will incur a replacement charge of \$50.

Due to “Duty of Care” responsibilities, if the above guidelines are not respected, students will be asked to leave the park immediately. In the case of a group booking, the entire group will be asked to leave the premises immediately. **All tariffs paid, including bonds will be automatically forfeited.** BIG4 Beachlands aim is to provide a safe environment for all “Leavers” and to build a friendly relationship. Respecting the above guidelines will help us achieve this goal.

This letter is to make “Leavers” and “Leavers Parents” aware not only of BIG4 Beachlands responsibilities, but also their personal responsibilities. We require the signature of all parents on these guidelines to confirm that you fully understand all of the above guidelines. Parents will be contacted immediately should these guidelines not be respected.

STUDENT NAME: \_\_\_\_\_

STUDENTS SIGNATURE: \_\_\_\_\_

PARENT NAME(S): \_\_\_\_\_

PARENT EMAIL: \_\_\_\_\_

PARENT SIGNATURE(S): \_\_\_\_\_

24HR EMERGENCY CONTACT: \_\_\_\_\_ (HM) \_\_\_\_\_ (MOB)

I/we fully understand the aforementioned guidelines and agree that these guidelines will be respected by my/our child during their stay at BIG4 Beachlands Holiday Park.



## **GROUP REGISTRATION FORM 2020**

**(PLEASE PRINT CLEARLY & COMPLETE ALL DETAILS)**

Please choose your group members carefully. Should one member of your group not be following the guidelines, your entire group will be asked to leave the premises and **all monies paid will be forfeited**. Any alterations to your original booking will be subject to a **\$100 FEE** per alteration.

FIRST NAME: \_\_\_\_\_

SURNAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

STUDENTS EMAIL ADDRESS: \_\_\_\_\_

STUDENTS TELEPHONE: (MOB) \_\_\_\_\_

SCHOOL ATTENDED: \_\_\_\_\_

DIETARY REQUIREMENTS: \_\_\_\_\_

DO YOU HAVE ANY ALLERGIES/MEDICAL CONDITIONS WE NEED TO KNOW ABOUT?

\_\_\_\_\_ (PLEASE SPECIFY)

### **24 HR EMERGENCY CONTACT (Parent/Guardian)**

(NAME/S) \_\_\_\_\_

TELEPHONE: (HM) \_\_\_\_\_ (MOB) \_\_\_\_\_ (WK) \_\_\_\_\_

## **GROUP REGISTRATION FORM 2020**

FIRST NAME: \_\_\_\_\_

SURNAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

STUDENTS EMAIL ADDRESS: \_\_\_\_\_

STUDENTS TELEPHONE: (MOB) \_\_\_\_\_

SCHOOL ATTENDED: \_\_\_\_\_

DIETARY REQUIREMENTS: \_\_\_\_\_

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SURNAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

STUDENTS EMAIL ADDRESS: \_\_\_\_\_

STUDENTS TELEPHONE: (MOB) \_\_\_\_\_

SCHOOL ATTENDED: \_\_\_\_\_

DIETARY REQUIREMENTS: \_\_\_\_\_

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SURNAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

STUDENTS EMAIL ADDRESS: \_\_\_\_\_

STUDENTS TELEPHONE: (MOB) \_\_\_\_\_

SCHOOL ATTENDED: \_\_\_\_\_

DIETARY REQUIREMENTS: \_\_\_\_\_

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SURNAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

STUDENTS EMAIL ADDRESS: \_\_\_\_\_

STUDENTS TELEPHONE: (MOB) \_\_\_\_\_

SCHOOL ATTENDED: \_\_\_\_\_

DIETARY REQUIREMENTS: \_\_\_\_\_

DO YOU HAVE ANY ALLERGIES/MEDICAL CONDITIONS WE NEED TO KNOW ABOUT?

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DIETARY REQUIREMENTS: \_\_\_\_\_

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## BIG4 BEACHLANDS HOLIDAY PARK

### GROUP LEADER'S CHECKLIST

As the nominated leader of your group you are responsible for ensuring that all requirements relating to your booking with BIG4 Beachlands are met. The following checklist will assist you.

Please ensure that all items are checked off and the checklist is returned with the required paperwork. For all bookings, original paperwork must be received **within 14 days of making your reservation.**

- I have paid my booking deposit.
- I have completed the Booking Conditions form.
- I have distributed a copy of the Behaviour Guidelines to each member of my group. I have collected the signed Behaviour Guidelines.
- I have completed the Group Registration form in full.
- I have informed each member of my group of the requirement to provide a letter on school letterhead, including a clear photo, from their school stating that they are attending Year 12 in 2020. I have collected these letters.
- I have enclosed the signed Booking Conditions & Behaviour Guidelines, completed Registration Form and ID letters from the school. See below for reference
- I am fully aware that the final balance and bond to secure my reservation must be deposited to BIG4 Beachlands bank account ***no later than 7th August 2020.*** Should I fail to make this final payment by the due date, I am aware that my reservation will be cancelled and any monies paid will be forfeited.
- I have provided bank details for Bond Refund.

**FULL NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

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

### Required paperwork

\*All original copies (Not photocopied or scanned) will be required via post and must be filled out in pen.

LEAVERS 2019 BOOKING CONDITIONS - Group leader only

LEAVERS BEHAVIOUR GUIDELINES - Each student

GROUP REGISTRATION FORM 2019 - Each student

SCHOOL LETTER WITH ID - Each student

GROUP LEADER'S CHECKLIST - Group leader only