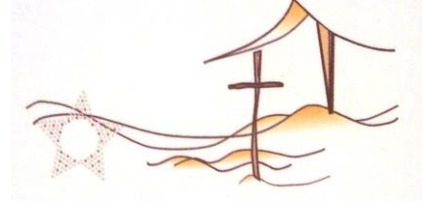




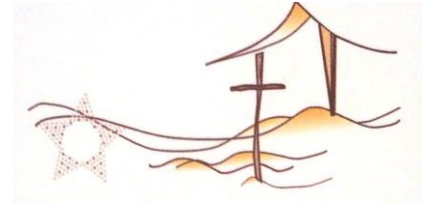
THE SPIRITUALITY MINISTRY



PRIVATE BOOKING POLICY 2024



THE SPIRITUALITY MINISTRY



PRIVATE BOOKING POLICY

1. Check-In

Standard check-in time is 2.00 pm. Early check-in is subject to availability and may incur an additional cost. If check-in is required outside of our opening hours, please contact us in advance on **02 4368 2805**.

or reception.sjr@sosjspirit.org.au to make arrangements.

Check-Out

Standard check-out time is 10:00 am. If you wish to check-out later than the standard check-out time you must obtain approval from Reception.

If you check-out after 2:00 pm, a charge equivalent to the full daily rate will apply to your booking.

St Joseph's Centre may approve a request for late check-out at their absolute discretion and this is subject to room availability. A surcharge may apply. Please be mindful that these times are set to allow for our housekeeping staff to give the rooms a thorough clean due to previous or future bookings.

2. Terms and Conditions

All bookings made via participating Websites or with St Joseph's Centre directly are made subject to these terms and conditions and the person making the booking will be deemed to have accepted these terms and conditions on behalf of all persons who will be staying at St Joseph's Centre once the booking is confirmed.

If booking via online travel booking sites, their terms and conditions will also apply.

Any prices, fees, deposit amounts or charges which are specified or referred to in these terms and conditions are in the same currency as the booking to which they relate.

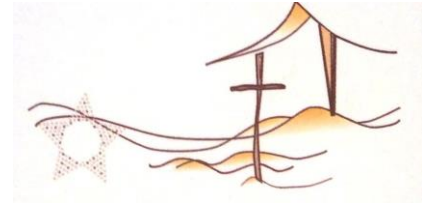
3. How to Book/Quotes and Reservations

Accommodation bookings may be made online or with St Joseph's Centre direct by calling **02 4368 2805**. Bookings are subject to the availability and applicable pricing of St Joseph's Centre at the time of the booking. Some conditions and/or exclusions may apply.

Parking is available on site at no extra cost and is subject to availability on a first in model.



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Unauthorised parking may result in your vehicle being removed at your own cost.

When you check-in you may be asked to provide photographic identification. If you are unable to provide such identification your booking may be cancelled, and you may be liable to pay St Joseph's Centre an amount equal to the full booking value plus any other costs incurred by St Joseph's Centre in connection with the booking. Accordingly, any pre-payment you have made in relation to the booking will be forfeited to St Joseph's Centre under this term.

Any confirmed price is subject to change if:

- there is a change in or imposition of a government charge, tax or levy which entitles or necessitates St Joseph's Centre changing the price of your booking.
- any details relating to your booking are amended, for example your dates of stay, your room type or the number of persons staying under your booking.
- any dispute should be referred to St Joseph's Centre Management in writing within 14 days.

4. Payment and Deposits

Payments may be made by Visa, Mastercard and Direct Deposits.

Full payment for accommodation is required at the time of check-in.

If any deposit or final payment is not received by the due date, St Joseph's Centre reserves the right to cancel the booking and any monies paid by you in relation to your booking will be forfeited to St Joseph's Centre.

For bookings made with online travel agents, full payment is processed within 24hours prior to accommodation check in.

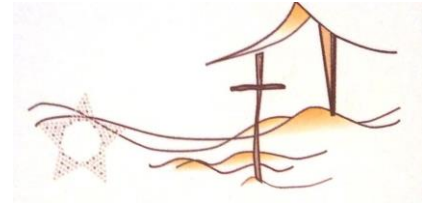
For Standard Bookings, you must provide a credit card pre-authorisation at the time of booking. The pre-authorised amount is set aside by the card issuer for a period of up to 14 days from the date of pre-authorisation and it will affect your available funds balance or spending limit. For more information on this practice please contact your card issuer. The credit card authorisation may be used to cover incidental items including but not limited to cancellation fees, parking, security bond or deposit, any damage incurred during your stay or cleaning charges in excess of the normal level of cleaning. It may be used after your departure.

In the absence of a credit card, you may be required to provide a cash security deposit.

Once final payment of your booking has been made, confirmation will be sent to you via email.



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5. Refunds

Any amount paid by you to St Joseph's Centre for your booking (including deposits) shall be dealt with as stated in these terms and conditions.

6. Amendments

All amendments are subject to the availability and applicable pricing of St Joseph's Centre at the time the amendment is requested.

Amendments for Standard Bookings may be requested within the following time frame 24 hours prior to your scheduled check-in time.

Amendments for online Travel Agents bookings are required to be done through online Travel Agents Website.

If amendments are requested outside the time frames you may be charged a 100% cancellation fee in addition to the cost of your amended booking. Any reduction in the amount which is payable by you in such case will be at St Joseph's Centre 's absolute discretion.

If the rate which applies to an amended booking is greater than the rate which applied to the original booking, you must pay the difference along with any amendment fee in full at the time the amendment is approved.

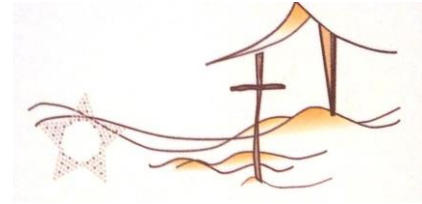
7. Cancellation

For Standard Bookings made directly through St Joseph's Centre. If you cancel your booking the following charges will apply in relation to each booking:

- Up to 72 hours prior to your scheduled check-in time: No cancellation fee will be applied and any deposits will be refunded in full.
- Up to 24 hours prior to your scheduled check-in time: a cancellation fee will apply, and you will be required to pay to St Joseph's Centre 50% of your booking less any amount which has already been paid.
- Within 24 hours of your scheduled check-in time: a 100% cancellation fee will apply, and you will be required to pay to St Joseph's Centre the full amount of your booking less any amount which has already been paid.



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If you fail to make this payment, you consent to having the cancellation fee charged to the pre-authorized credit card amount.

8. No-Shows or Terminations

If you do not show up for your booking or terminate your booking early after you have checked in, you will be charged a 100% cancellation fee and will be required to pay to St Joseph's Centre the full amount of your booking less any amount which has already been paid.

9. Room Allocation

In the unlikely event that St Joseph's Centre cannot provide accommodation for which you have booked, St Joseph's Centre will, at no additional expense, relocate you into an alternative property of comparable quality and in a comparable location.

A full refund will be provided if a suitable alternative property cannot be agreed upon.

10. General

The terms and conditions are governed by and will be construed in accordance with the laws of the State of New South Wales, Australia.

If part or all of any clause of these terms and conditions is illegal, invalid, or unenforceable then it will be read down to the extent necessary to ensure that it is not illegal, invalid, or unenforceable, but if that is not possible, it will be severed from these terms and conditions and the remaining provisions of these terms and conditions will continue to have full force and effect.