



NWU-PUK Sports Village®
Fanie Du Toit Sportgrounds
Loopstreet
Potchefstroom
2531
(+27) 18 299 2111 (T)
(+27) 18 299 2110 (F)
22706968@nwu.ac.za



Hotel Accommodation Booking Form

| | |
|------------------------|--|
| Full names: | |
| Surname: | |
| Address: | |
| Telephone number: | |
| Fax number: | |
| Cellphone number: | |
| E-mail address: | |
| Identification number: | |

Department/Guest responsible for account:

Check-in date: / / Number of guests:

Check-out date: / /

Number of rooms: single: double:

Any special requirements:

Check in: 14h00

Check out: 10h00

Breakfast is served between 07h00 – 09h30

A la Carte will be served between 10h00 – 21h00 meals are available according to menu.

CANCELLATION POLICY: All cancellations must be in writing.

Cancellation policy – Group and Conference / Functions

Once the 50% deposit has been paid for the group/conference or function , and the booking is cancelled within 14 days of the date of the conference or function, 100% of the required deposit will be forfeited.

Cancellation policy – Individual:

- 2 Cancellations between 16 to 29 days of the date of arrival will forfeit 50% of the required deposit.
- 3 Cancellations between 0 to 15 days of the date of arrival will forfeit 100% of the required deposit.
- 4 In the event of cancellation as a result of death (or other acceptable reasons beyond the control of the party involved) only an administration fee of R50 will be charged upon submission of substantiating evidence.
- 5 In the event of early departure we will charge for the full duration of the booking.

Subject to change without notification.

Important information: **Quotations are only valid for seven days. All bookings will be secured once 50% deposit has been made and confirmation of payment is received**
Full quoted amount must be paid before/on arrival

Direct bank payment: Bank: **ABSA BANK**
Account number: **670 642 313**
Branch code: **632 005**
Reference: **PSV - Surname and date of booking**

Debit/Credit Card details:

Debit/Credit Card Holder:

Debit/Credit Card Number:

Expiry date:

I, _____ hereby authorize the NWU-PUK Sports Village® to debit my credit card if no written cancellation was received according to the cancellation policy and for any damages caused to the room during my stay as well as any outstanding accounts that was not finalized on my departure

Signature: