



# ALPINE CENTRE

The Barry Way, Jindabyne

Po Box 41

Phone (02) 6456 2433 Fax (02) 6456 1063

[alpine.centre@nsw.scouts.com.au](mailto:alpine.centre@nsw.scouts.com.au)

[www.nsw.scouts.com.au](http://www.nsw.scouts.com.au)



## FRED READ COTTAGES TERMS AND CONDITIONS 2010

### **Booking Terms and Conditions**

Tentative Bookings will be held for ten days, thereafter dates may be offered to other groups if deposit has not been received or payment arrangement made with the Centre

Bookings will be confirmed on receipt of deposit of 25% of the expected total booking fee.

Final Payment is due 30 days prior to the arrival date.

### **Cancellation Policy**

Cancellation within 90 days of start date incur \$50 administration fee

Cancellation within 60 days of start date incur \$100 cancellation fee

Cancellation within 30 days of start date incur cancellation fee of 25% of the expected total fee.

Groups will be charged 25% of the expected total for each individual who cancels 30 days prior to start date

### **General Conditions of Hire**

**Maximum of 8 guests in Bluegum Cottage \* Maximum of 9 guests in Kanangra Lodge**

**Check In 4.30 pm**

**Check Out 9.00am**

### **Arrival and Departure**

All groups must check in at Reception which is located inside the Tony Balthasar Lodge. Groups are required to pay a security bond of \$200 at Check In which will be refunded on return of keys at departure.

Reception is open from 4.30pm – 8.30pm daily throughout Winter.

Groups should schedule their travel arrangements to arrive within Reception hours. .

Groups wishing to arrive later must pre arrange late check in and may incur an additional late surcharge dependent on arrival time and circumstances.

### **If you need to contact Management please do not hesitate to phone (02) 6456 2433.**

Please respect the privacy of the Managers and Staff living in the Managers Residence.

The dogs are on duty protecting the Alpine Centre and its guests therefore the Managers Residence is out of bounds at all times. Please do not approach the fence or attempt to pat the dogs (even if they are wagging their tails!)

### **Cleanliness**

Guests are asked to keep their Cottage and facilities that are used by them clean and tidy. All rubbish should be removed daily and disposed in the bins within the brick enclosure at the Fred Read Cottage car park entrance.

Please do not move the furniture or beds within the Cottage as they are set up based on current fire regulations. Groups are reminded of their responsibility in ensure all Fire Exits and doorways remain clear at all times.

### **Before Leaving each day**

Groups are responsible for ensuring:

All windows are closed and doors locked including sliding doors on verandah

All heaters turned off including drying room heater.

All appliances are turned off. Do not leave food cooking in the oven unattended.

Internal laundry door is closed to maintain temperature within the Cottage

Front blinds are closed and sliding doors locked.

All crockery and cutlery is washed and put away

### **ON Departure**

Please remove all food items from the kitchen and dispose of in the bins provided outside if not taking the food items with you. Scout members are expected to wash up and put all crockery and cutlery away, Wipe benches, Vacuum carpet areas and wipe hard surfaces. Equipment & Cleaning products are located under the sink. Groups who fail to clean up appropriately will be

charged an additional Cleaning Fee which will be determined on departure inspection and may not have their security bond refunded.

**Groups will be expected to pay for:**

- \* Physical damage beyond normal wear and tear to the building, fixtures or fittings
- \* Crockery, Glassware, Cutlery or Cookware equipment which is broken or damaged
- \* The cleaning of Carpets, bedding or mattresses if damaged or excessively dirty
- \* Replacement Keys if not returned

**Toilets/Showers.**

The toilet/shower facilities are for your use and good hygiene must be observed at all times. Please ensure exhaust fans are turned on in the bathrooms when showering.

If you require additional toilet paper please contact Management on (02) 6456 2433 or see Reception during Alpine Reception hours.

**Parking**

Each Cottage is allocated parking spaces directly outside the Cottage. Please park in the spaces closest to the Cottage you are occupying.

**STRICTLY NO SMOKING INSIDE THE FRED READ COTTAGES**  
**OFFENCES RELATING TO FIRE EXITS Local Government ACT 1993**  
**PENALTY \$1000.00**

- a) To place anything in the exit which may impede the free passage of persons.
- b) To interfere with or cause obstruction or impediment to the normal operation of the door providing access to exit
- c) To remove, damage or otherwise interfere with this notice.

**General Behaviour**

Group Leaders are asked to remind their group members to respect each other, others personal property, the Alpine Activity Centre and Staff and the environment.

Excessive Noise and offensive behaviour will not be tolerated under any circumstances. Noise likely to disturb neighbours and other guests is not permitted after 10.30pm.

**“Late Check Out Service”**

A “Late Checkout Service” is available where your group can return to the Centre after a day in the snow and utilise the toilets and showers in the Camping area. The Centre will also store your luggage during the day.

A fee of \$3 per person will be charge to facilitate this service.

Please advise Management prior to your departure day if you would like this service.



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**Group Name**

**Arrival Date**

**Departure Date**

## Booking Agreement

As group leader/organiser I have read and agree to the general conditions of hire included.  
I accept full responsibility for ensuring all members are made aware and abide by these terms and conditions.

\_\_\_\_\_  
Leaders Full Name

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

**\*\*PLEASE RETURN THIS COMPLETED FORM WITH YOUR DEPOSIT PAYMENT\*\***  
PO BOX 41, JINDABYNE NSW 2627