

## To secure your booking in advance.

You will need to make a deposit of one weeks rent into our account [www.96glebe.com/deposit](http://www.96glebe.com/deposit) Once the payment has been received we will email you an invoice confirming your reservation.

### Your rental payments:

We need to be advised 2 weeks in advance if your accommodation is being paid by you the school or an agent.

### Refund of rent:

If your rent has been paid in advance we will not refund your rent.

### Rental payments in advance on check-in:

- 4 weeks rent
- Bond of one week's rent, refunded on check out per person or if you are a couple sharing a double bed one payment only.
- Departure cleaning fee of \$30.00 per person.

**Please note:** It must be paid in cash, you have the option of paying the full amount or 2 cash instalments, example, one payment on arrival and the final payment the next week.

### Credit card:

We do not provide credit card facilities. You can withdraw money using a money machine close by.

### IMPORTANT INFORMATION YOU NEED TO KNOW:

We charge weekly rates, **NO** nightly rates.

**Example:** Should your stay be 2 weeks and 3 nights you will be charged for a 3 week stay.

### Room Prices:

Are subject to change during the high season and special times such as Easter holidays, Christmas holidays, Boxing Day and the New Year.

### Rent increase:

Is once a year, we advise you, the school or agent in June. The new room rates always commence on 01/01.

To new clients please contact us in regards to commission or placement fees.