

## Booking Form – Girl Guiding Groups

Hireage of "Otimai" (Guides New Zealand)

Contact Name:	_____		
Contact Address:	_____		
Treasurers Name:	_____		
Treasurers Address:	_____		
Name and # of Unit:	_____		
Contact phone Daytime:	_____		
Evening:	_____	Fax:	_____
Email:	_____	Mobile:	_____
Anticipated # of Participants:			# of Nights: _____
<b>Numbers Attending</b>			
Pippins:	Guides:	Leaders:	
Brownies:	Ranges:	Others:	Total:
<b>Property</b> (Please circle area you are having)			
Otimai Lodge	Burgin Field	Little Otimai	Codlin Glade
<b>Catering</b>			
(Please circle)	Otimai Catering	Required	Not Required

Arrival	Departure	Total Hire	
Day	Day:	Total Property Hire:	
Date:	Date:	Tent Hire:	
Time:	Time:	Bond:	
		Additional Costs:	
		Total Amount Payable:	

<b>Confirmation of Booking</b>	
All payments must be made by cheque to GUIDES NZ OTIMAI	
The balance is due and payable to the manager at the end of your stay	
Please make arrangements with your Treasurer to ensure the account is paid within seven days.	
If you have not already done so, please call the Otimai office to place a tentative pencil booking	
I hereby certify that I have read and accept the Otimai Conditions of Hire	
Name of Applicant:	Signature of Applicant:

<b>Otimai Manager to complete</b>	
Tax Invoice (Inclusive GST) Receipt	GST No: 10-229-375
Invoice Date:	
Deposit:	
Booking Request Form and deposit received by Otimai on:	
Otimai confirms the above booking for:	
(Contact Persons Name and Organisation)	
Name:	Signed:
Otimai Manager	Otimai Manager

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 Waitakere  
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