

Office of Accommodation Services  
 T: +61 8 8946 6591  
 E: accommodation@cdu.edu.au  
 Casuarina Campus, Brown Precinct  
 Charles Darwin University  
 Brinkin NT 0815

**KATHERINE  
STUDENT  
ACCOMMODATION**

### Accommodation Booking Form – Katherine Student Accommodation (KSA)

#### Booking type

Individual booking     Group booking *(please include all guests names at the end of this form)*

#### Booking details

Arrival date:       Departure date:

Arrival time:       Departure time:

Reason for stay/additional comments:

#### Booking contact

If you are booking a room on behalf of the guest/s, please provide your contact details:

Name:       Phone:

Organisation/Faculty/Dept.:

Email:

#### Accommodation details

Accommodation only \$55 per night       Accommodation and standard meals\* \$110 per night

*\*Please note: standard meals include breakfast, cold meat & salad or sandwiches for lunch and a cooked dinner. Please complete the below if you require morning/afternoon tea and/or additional meals for day visitors.*

#### Do you require additional meals?

Meal	No. of guests	Date/s required
Breakfast		
Morning tea		
Afternoon tea		
Lunch		
Dinner		

OAS will email you an invoice once your application has been received. Payment is required within two (2) weeks of the arrival date to confirm the booking. If the arrival date is within two (2) weeks of the booking being confirmed, then payment is required within two (2) business days. For group bookings, please read the [Group Bookings Confirmation and Cancellation Terms and Conditions](#).

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### Payment options

*Organisation will pay invoice*

Organisation:

Purchase order number (if applicable):

Accounts contact:  Phone:

Accounts email:

Postal address:

*CDU internal booking*

Financial delegate name:

Financial delegate signature:

Is this booking funded by an external entity:  No  Yes (*please provide cost code below*)

Cost code: \_\_\_\_ / \_\_\_\_ / 375 / \_\_\_\_ / \_\_\_\_

*Guest will pay invoice*

### Conditions of Residence

All residents/guests are required to adhere to the *Terms and Conditions of Residency*, the *Student Residence Code of Conduct*, the *Charles Darwin University (Student Residences) By-laws*, the *KSA Resident Handbook* and all other relevant governing documents of the University. Upon arrival, residents/guests will be required to sign and accept these documents. If you are booking on behalf of another person please ensure you forward a copy of them to each resident/guest prior to arrival. These documents can be found on our [website](#).

