

**DERMATOLOGY CONGRESS 2024**  
**21 - 24 AUGUST 2024**  
**ACCOMMODATION RESERVATION FORM**

**How to make your reservation:**

- Option 1            Email the form on the reverse of this page to [grpresv@suninternational.com](mailto:grpresv@suninternational.com)  
Option 2            Groups Contact Centre 011 780 7891 OR email [boardwalk.reservations@suninternational.com](mailto:boardwalk.reservations@suninternational.com)

- You will receive written confirmation of your booking within 24 hours.

**How to pay for your reservation:**

Please note that FULL PREPAYMENT for any accommodation booked is required within 10 days of making your booking, alternatively your booking will be released.

**Option 1: Credit Card**

- Fax or email the credit card form on the reverse of this page to Group Reservations on + 27 (0) 11 780 7596 or to [grpresv@suninternational.com](mailto:grpresv@suninternational.com)

**Option 2: Direct Deposit**

- If you do not have a credit card, you will be required to make a cash deposit into Sun International's bank account within 10 days of making the reservation, alternatively your booking will be released.
- Fax your deposit slip to the Advance Deposit Manager at +27 (0) 11 780 7168.
- Please include your reservation number and contact telephone number on the deposit slip.

**Banking Details:**

Sun International Management Limited c/o Local Advance  
Deposits Nedbank, Sandton Branch, 198 765, Current  
Account Number: 120 786 4226

**Terms and Conditions:**

- Accommodation will be allocated on a 'first come, first served' basis. On arrival at your hotel, you will be required to provide a credit card guarantee or cash deposit, to cover charges you may incur over and above your accommodation.
- The rates quoted are net, per room, per night including Bed & Breakfast, tourism levy and 15% VAT.
- These rates are valid for the period of the **ASSOCIATION OF ACADEMIC ADMINISTRATORS** Only.

**Cancellations:**

- A cancellation made 7 days prior to arrival date will entitle you to a full refund of the amount paid, upon written request faxed to the Advance Deposit Manager on +27 (0) 11 780 7168.
- A cancellation made within 7 days of arrival date will result in the forfeit of one night's accommodation including the relevant taxes.
- In the event of a "no-show" the full package price will be retained.
- For sub blocks please see Terms & Conditions on your pro forma invoice.

**21-24 AUGUST 2024**  
**ACCOMMODATION RATE SCHEDULE**  
 Closing date for Accommodation Reservations: MONTH BEFORE

LOCATION	ROOM TYPE	GROUP ID	RATES	
			Double	Single
BOARDWALK HOTEL	Luxury Twin Room	DSSA24PB	R 2 114.00	R 1 839.00
	Luxury Family Room		R 2 490.00	R 2 215.00
	Superior Luxury Family Room		R 2 646.00	R 2 371.00
	Junior Suite		R 2 999.00	R 2 724.00
	Superior Luxury Suite		R 3 882.00	R 3 607.00

### GUEST INFORMATION (Please Print)

Please read the Terms & Conditions and sign in the space provided below in acceptance thereof

Surname		Name		Title	
Partner's Surname				Title	
Postal Address					
				Postal Code	
Facsimile					
Email		Tel (B)		Tel (H) / Cellphone	
Arrival Date & Room Type					
Group ID		Departure Date			
Special Requests / Instructions					
Guest Signature		Name			

### GROUP INFORMATION (Please Print)

Please read the Terms & Conditions and sign in the space provided below in acceptance thereof

Company Name					
Postal Address					
					Postal Code
Facsimile					
Email		Tel (B)		Tel (H) / Cellphone	
Number of Rooms	Double Occupancy		Single Occupancy		
Arrival Date & Room Type					
Group ID			Departure Date		
Special Requests / Instructions					

## AUTHORISATION FOR USE OF CREDIT CARD

I, Mr/s \_\_\_\_\_ hereby give authorisation to SUN INTERNATIONAL to

DEBIT my credit card for the amount of R \_\_\_\_\_

(amount in words) \_\_\_\_\_

This amount is for accommodation pre-payment/s for the following reservation/s:

CARD TYPE: \_\_\_\_\_ EXPIRY DATE: \_\_\_\_\_ CVC AUTH No (3 digits) \_\_\_\_\_

CARD NUMBER: \_\_\_\_\_

CARD HOLDER'S FULL NAME: \_\_\_\_\_

CARD HOLDER'S I.D NUMBER: \_\_\_\_\_

CONTACT TELEPHONENUMBERS: TEL: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

CARD HOLDER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please fax or mail completed details to Group Reservations on Fax +27 (0) 11 780 7596 or [grpresv@suninternational.com](mailto:grpresv@suninternational.com)

- It remains the responsibility of the Card Holder to verify if this authorisation has been received and processed onto the correct reservation.
- Reservations where card payments have been declined by Card Division, will be cancelled.
- Cancellation of reservation made 7 days prior to arrival date will entitle you to a full refund of the moneys paid, upon written request faxed to the Advance Deposit Manager on +27 (0) 11 780 7168 or email [payments@suninternational.com](mailto:payments@suninternational.com)
- Cancellation of reservations made within 7 days prior to the arrival date will result in a cancellation fee of the first night's accommodation being charged.

Thanking you,

ADVANCE DEPOSIT DEPARTMENT