



THE WOMEN'S COLLEGE
Within the University of Sydney

ACUR Conference 2024

Australasian Council for
Undergraduate Research

Hosted by The University of Sydney
2 - 3 December 2024

Conference Accommodation Booking Form

Rates valid until 19 December 2024

Please return the completed form by email.

Reception E: reception@thewomenscollege.edu.au

T: +61 2 9517 5000

W: www.thewomenscollege.edu.au

Address: 15 Carillon Avenue Newtown NSW 2042

Reservations will be confirmed by Email

Personal Details

1. Family name		Title		
Given Name		Female	Male	Other
Address				
Diet				
Email		Mobile		
2. Family name (if sharing room)		Title		
Given name		Female	Male	Other
Diet				
Additional information				

Accommodation Details - minimum stay 2 consecutive nights

You are welcome to extend your stay before or after the conference dates

CHECK IN	Date	Time
CHECK OUT	Date	Time

Please tick your preferred rate below.

<i>Prices per room per night in AUD including tax</i>	REGULAR ROOM	ROOM WITH ENSUITE** <i>Limited availability **NB</i>
SINGLE ROOM Bed and breakfast	Special Conference Rate \$96	Ensuite Room Conference Rate \$109
TWIN / DOUBLE ROOM (Limited availability) Bed and breakfast - for 2	Special Conference Rate TWIN \$159	Ensuite Double Bed Conference Rate \$154

***NB Limited rooms with lockable ensuite bathroom situated/shared between 2 adjoining rooms of same gender*

Payment Details (please tick) – payment is required at time of booking and is to be complete

CREDIT CARD	Amex	MasterCard	Visa	AUD\$
NB: a 1% processing fee will be added to all credit card payments				

If you wish to pay by credit card, please call Reception on +61 2 9517 5000, after you have sent through this booking form

EFT – Electronic Funds Transfer

Total amount AUD\$

Account Name: **Sydney University Women's College**
Bank: **Westpac Banking Corporation** (for International transfers – Swift Code:
WPACAU2S) BSB: **032 134** Account No: **372447** **Reference: your name**

ABN: 69 403 398 133

Please see additional page with important information & conditions



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LOCATION

- Address: 15 Carillon Avenue, Newtown, NSW 2042
- A University map can be viewed at (Women's College CG4): <https://maps.sydney.edu.au/>
- The College is approximately 20 minutes by taxi from the airport. Taxi driver instructions: **15 Carillon Avenue, Newtown, between Missenden Road and City Road.** Taxis can drive into the grounds and drop off at the main entrance during opening hours (7:30am – 7pm).
- Nearby **buses** operate frequently to and from Central Station (5-10 minutes) and the city (10-20 minutes) to Elizabeth Street/Martin Place.

ARRIVAL AND DEPARTURE

- Check in from 2pm.
- Check out by 10am to avoid an extra night's charge.
- Outside these hours, belongings may be stored in our baggage room on the same day only.
- Guests must notify Reception in advance if they intend to arrive outside opening hours and call the after-hours phone **0421 016 454** on arrival.
- Reception is open 7:30am – 7pm** (opening hours are limited on public holidays and during very quiet periods).
- For **early or late check-ins or lock-outs**, please call the College Assistant on the after-hours phone **0421 016 454**.
- Please note: College does not provide 24-hour concierge service or any in-room dining.

FACILITIES

- Meals: Continental breakfast**, served in our Dining Hall is included in all room rates. Buffet style lunch and dinner are also available for purchase. Please enquire at Reception. Special diets can be supported with prior notice.
- Single rooms** have one single bed; **twin rooms** have two single beds. There are a few rooms with double beds. Please call for availability.
- All rooms are made up with **linen and towels**. To reduce the impact on the environment, sheets and towels will be changed once during a 5-9 night stay.
- All bedrooms have a small **fan** (no air-conditioning).
- Shared bathrooms facilities** are gender specific and have individual change/shower and toilet cubicles. There are limited ensuite bathrooms which are shared between two adjoining rooms (same gender).
- TV rooms and pantries** with tea/coffee/hot chocolate making facilities are located throughout the College.

- Most rooms are accessible by using **some stairs**. Please advise Reception if you have mobility issues.
- Coin operated washing machines and dryers are available (detergent provided, coins available from Reception).
- Guests should provide their own hair dryer, toiletries, and **international power adaptors**.
- Free wireless internet** is available in guest rooms and public areas – details available on arrival from Reception.
- Limited paid parking** is available. Please make a request to Reception **prior to arrival**.
- Smoke-Free Environment Policy: strictly no smoking and vaping anywhere on campus.**
- Gym and pool facilities are available on the University campus (independent & fees apply).

ACCOMMODATION AVAILABILITY

- Accommodation is available only during the University summer holidays: from 2pm Monday 25 November 2024 to check out by 10am on Friday 7 February 2025.
- Please note that we are closed to casual guests from 20 December 2024 to 1 January 2025. First arrivals from 2pm on 2 January 2025.

BOOKING CONDITIONS

- Prices are per room per night in Australian dollars including tax, valid until 1 March 2025 unless otherwise stated for conference accommodation.
- A 1% processing fee will be added to credit card payments.
- The minimum stay is two consecutive nights.
- Full payment must be made at the time of booking.
- Availability/bookings must be confirmed by email from the College.
- Guests must notify the College in writing of any cancellation or amendments with at least 48 hours' notice to receive a refund.
- To be eligible for the student rate, guests must present a valid full time student card.
- The student/academic rate is not available for ensuite rooms.
- To be eligible for the academic rate, guests must be employed by a university in a teaching or research capacity and provide proof in writing at time of booking.
- A 30% surcharge applies to public holidays.

For further information or inquiries please contact:
reception@thewomenscollege.edu.au

For functions & group accommodation booking please email the Conference & Events Manager Gineke de Haan: conference@thewomenscollege.edu.au (+61 2 9517 5030 or 9517 5000)