

# Security Deposit

Payment of security deposit is to be made by Credit Card Pre-Authorisation prior to or on the day of arrival. A Pre-Authorization is not a payment; it only puts the amount of the security deposit on hold on your account. Therefore the card must be equipped with sufficient funds which will be held by the bank for 5 working days after departure.

On arrival – Please advise immediately if you find anything out of order which may affect your security deposit. Loss of security deposit or part thereof will occur in the following instances:

Excessive noise - if other guests and/or neighbours are disturbed you may be liable to refund accommodation fees to guests whose stay has been disrupted by excessive noise from your group

Damage to property - on quote plus admin fee

Excessive litter or mess – steam cleaning fees on quote - rubbish removal/tip fees

Management Call out fee – From \$100

Wet beds/damaged bedding – dry cleaning fees or replacement fees

Administration Fees - From \$100 for any security deposit issue

Please abide by the following terms to avoid security deposit losses:

- No excessive noise
- No smoking indoors
- No cigarette litter on grounds of premises
- Rubbish to be disposed of and or excess rubbish to be removed by the group

I have read and understood the purpose of the security deposit and agree that it will be used to recoup costs eventuating from the above. I also understand that the inconvenience of recouping costs takes time and therefore agree to work with Bayplay to fix problems as soon as they arise. Security deposit amount varies depending on the nature of the group/booking.

Security Deposit Amount                      \$..... (office use only)

Payment Type:              Credit Card Pre Authorisation

Card Type..... Card # \_\_\_\_\_ Expiry Date \_\_ / \_\_

Card Name..... Signature .....

Identification: \_\_\_\_\_

I agree to abide by the terms and conditions of Bayplay for my group/booking and to advise the group of the terms and conditions.

Signed..... Name.....

Position..... group.....

(All bookings are subject to the Bayplay terms and conditions.)