



**T1 VIP SUITE BOOKING ADVICE**

Organisation Name: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Postal Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Delegation Details:**  
VIP Passenger(s) Name(s) and Title(s): \_\_\_\_\_

**No of Passengers in Party:** \_\_\_\_\_

**Flight Information:**  
Arrival / Departure from: \_\_\_\_\_ on \_\_\_\_\_ (date)  
Flight no.: \_\_\_\_\_ Arriving / Departing at \_\_\_\_\_ am / pm

**Which VIP Room:      VIP B      VIP C**

VIP Room requested from: \_\_\_\_\_ am / pm to: \_\_\_\_\_ am / pm

Catering Required : YES / NO	NUMBER OF GUESTS TO CATER FOR		-----
Package 1: Coffee, Tea, Mineral Water	<input type="checkbox"/>	Patisserie Platter SML / LRG	<input type="checkbox"/>
Package 2: All of above with Orange Juice	<input type="checkbox"/>	Sandwich Platter SML / LRG	<input type="checkbox"/>
Package 3: All of above with Soft Drinks	<input type="checkbox"/>	Baguette Platter SML / LRG	<input type="checkbox"/>
Seasonal Fruit Platter SML / LRG	<input type="checkbox"/>	Bagel Platter SML / LRG	<input type="checkbox"/>
Other (please specify from menu): _____			

**Delegation Coordinator**

Contact Name: \_\_\_\_\_ Telephone/Mobile: \_\_\_\_\_ Fax No: \_\_\_\_\_

Escort Vehicle(s): YES / NO    No of Vehicle(s): \_\_\_\_\_ Registration(s): \_\_\_\_\_

**Customs Facilitation:**  
Australian Customs Service Facilitation Approved: YES / NO  
Customs Tel: (02) 8339 7806 - Customs Fax:(02) 8339 7808.

**Special Requirements:**

**ALL BOOKINGS TO BE CONFIRMED AND PAID PRIOR WITH CREDIT CARD: (NO DINERS CLUB)**

Card Type:.....Card Number:.....Expiry:.....

CCV:.....Name on Card:.....Sign:.....

*Booking will not be confirmed if Credit Card details are not provided. Card will be charge at completion of booking and we will send an invoice/receipt to your email address above. Please call Kitchen Catering on (02) 8889 3760 with any account enquiries.*

**Please fax this form to (02) 9667 9400**  
**Terminal Services Coordinator contact number T1 (02) 9667-9893**