



Booking By-Laws

General

1. The Committee will appoint a Booking Officer and advise members of the appointment.
2. The Booking Officer will make all room allocations with such room allocations not to be changed by any other member and/or guest without the Booking Officer's authority.
3. Only members of the Club may make bookings and no booking will be accepted from any member who owes money to the Club.
4. Bookings may be made only through the Booking Officer and (except in the case of any emergency) no person may be accommodated in the Lodge without the approval of the Booking Officer. No guest (which includes any child or spouse of a member who is not a member in his or her own right) may be accommodated in the Lodge unless accompanied by a Club member.
5. Although the Booking Officer may note telephone enquiries at his or her discretion, no booking will be confirmed until a duly completed booking application is submitted and the appropriate accommodation charge paid in full.
6. Booking applications, for the accommodation of members, their spouses, children and guests may be emailed, mailed or left with the Booking Officer at any time, but bookings for the winter season will not be recorded until 15 February in the relevant year. On that date, any conflict between booking applications held by the Booking Officer shall be resolved by giving priority to (1) Debenture Holders, (2) Debenture Holders' children under the age of eighteen years, (3) Ordinary Members, (4) Ordinary Members' children under the age of eighteen years (5) Debenture Holders' spouses (6) Ordinary Members' spouses, (7) Debenture Holders' other guests and (8) Ordinary Members' other guests.
7. In all cases, payment of the appropriate accommodation charge for a member and any accompanying child or spouse of a member or guest must be submitted with the booking application.
8. Members seeking to accommodate guests other than their spouses or children need not submit any payment for those guests with their application, but if after giving priority to other applications in accordance with By-Law 6 above, space is available to accommodate any of them, then the Booking Officer shall forthwith notify the member of such availability, and shall reserve the appropriate number of beds until receipt of full payment from the member or until the expiration of fourteen days after the date of such notification, whichever shall occur first.
9. Subject to By-Laws 6, 7 and 8 above, the priority of competing or conflicting booking applications received after 15 February will be determined solely by the order in which such applications are received by the Booking Officer. If an application is received, but the booking sought cannot be accommodated, the Booking Officer shall either:
 - a) return the payment tendered by the member; or
 - b) at the request of the member, bank the payment and note the desired booking on a waiting list, in case of subsequent cancellation.
10. Payment will not be accepted from anyone other than a member, and receipts will be issued only to members.

Cancellations

11. Subject to By-Law 13 below:
 - (a) if a written cancellation is received by the Booking Officer before 1 June, the accommodation charges will be refunded, but
 - (b) if the cancellation is made any later, no refund will be made as provided in By-Law 12 and 13 below or in other extraordinary circumstances
12. The withdrawal of any person whose name is listed on a booking form for which the booking has been confirmed will be treated as a cancellation of a booking so far as it affects that person, and a substitution will be allowed only if:
 - a) There is no one on the waiting list who accepts the bed or beds thus vacated; and
 - b) A fresh booking form is submitted with any necessary additional accommodation charge.

Where a substitution is allowed and would result in a lesser accommodation charge being payable, payment of a refund will be subject to By-Law 11 above.

13. If it transpires that the Lodge is fully occupied for the whole of the period to which a cancelled booking relates, a full refund will be made.
14. A refund of accommodation charges will be paid only to a member of the Club, and neither the Booking Officer or the Club shall be required to see that any of it is applied in repaying guests, who remain the responsibility solely of the individual member.

Children

15. A child under the age of two years may be accommodated in the Lodge free of charge, but only if he or she sleeps in a cot, crib, carry basket or similar, and does not occupy a bed.
16. If a child under the age of two years does occupy a bed, then the appropriate accommodation charge (members' rates for members' children, guests' rates for guests' children) will be payable in full.
17. A child is considered as under the age of two years, for present purposes, if he or she has his or her second birthday on or after the day of his or her departure from the Lodge.
18. Under no circumstances will more than one body, child or adult, be permitted to sleep in the one bed at the same time.

Winter

19. No Casual Booking may be made more than three weeks prior to the commencement of the period to be booked, and then only for a member either alone or accompanied by another member or by his or her own children all of whom are under the age of 18 years on 1 June. Guests accompanying members may be allocated Casual Bookings but not more than two weeks prior to the commencement of the relevant period.

Summer

20. For any period falling wholly outside the Winter Season, bookings may be made at any time not more than twelve months in advance, by any member, for himself or herself, either alone or accompanied by guests and without any restriction as to time other than such as may be imposed by the Committee to enable work to be done to the Lodge or otherwise as may be necessary.

Definitions

21. "Weekly Booking" means a booking for a period commencing at 10:00am on a Saturday and ending at 10:00am the following Saturday.
22. "Casual Booking" means any booking other than a weekly booking.
23. "Winter Season" means the period defined by Charlotte Pass Village Pty Ltd from time to time.
24. "Spouse" shall include the person who is married to a member or is in a defacto relationship with a member and has, as part of such defacto relationship, lived with a member for at least two years and has provided to such member domestic support and personal care and otherwise in accordance with the provisions of the Property (Relationships) Legislation Amendment Act 1999 (NSW).
25. "Child of a Member" or "Children of a Member" means:
 - a) Both ex-nuptial (born outside marriage) and nuptial children of a member; or
 - b) Adopted children of a member; or
 - c) Stepchild of a member.