

International Accommodation Request Form

Terms and Conditions

1. The ANSTO User Office New South Wales can assist international facility users in booking accommodation for their experiment/s. International facility users will be responsible for paying for their accommodation.
2. This form must be completed at least 4 weeks prior to travel to ensure appropriate processing time. The form can be submitted via email user.office.nsw@ansto.gov.au
3. Check-out time is strictly 10am. If a late check-out is required, an additional night must be booked.
4. Individuals are responsible for charges such as additional nights, meals, phone calls and dry cleaning.
5. Any changes to a booking or cancellation requests need to be submitted at least 48 business hours prior to scheduled check-in time. Failure to advise the ANSTO User Office of non-attendance will result in the facility user(s) incurring the accommodation charges.

Proposal Details			
Proposal ID			
Proposal Title			
Scheduled Dates			
Details of all users included in this application			
	Person 1	Person 2	Person 3
Full Name			
Email Address			
Phone contact			
Organisation			
Departure City			
Accommodation Requirements			
If additional accommodation is required, contact the ANSTO User Office (02 9717 9111)			
Check in date			
Check out date			
Check in time	14:00	14:00	14:00
For Office Use Only			
Reference Number			
PO Number			