Solutionist Centre

- Booking Form -
Room & Facility Hire

Fax to: (03) 9600 3074

The Solutionist Group
SKILFUL SOLUTIONS FOR COMPLEX PROBLEMS

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The Solutionist Group ACN 107 863 507
With: Dispute Solutions P/L & Solutioneering International P/L

Your Contact Details

Contact Person	
Organisation	
Address	
Phone	
Fax	
Email	

Event Details

Type of Event (please tick)	Meeting ☐ Arbitration ☐ Training ☐ Mediation ☐ Other ☐ Facilitation ☐
Start Date	
Finish Date	
Start Time	
Finish Time	
No. of attendees	

Room Hire *Please tick room required and circle full or half day. Please add GST to all prices.*

Room	Full Day	Half Day
Large Room (15m x 7m) ☐	$500	$300
Medium Room (7m x 7m) ☐	$300	$200
Small Meeting (< 5 people) ☐	$150	$120
Breakout Room ☐	No charge	No charge

Equipment Hire *Please tick equipment required and circle full or half day. Please add GST to all prices.*

Equipment	Full Day	Half Day
Electronic whiteboard ☐	$75	$40
Data projector ☐	$200	$120
Flipcharts & Display boards ☐	$35	$20
All (package) ☐	$250	$150

Experts - Facilitators, Mediators, Trainers.

Please call to discuss your expert assistance needs:

- Facilitator / Negotiator ☐
- Arbitrator / Mediator ☐
- Trainer / Coach / Other ☐

Catering

Bottomless tea, coffee, biscuits and chilled water are included in room hire.

We are happy to make other catering arrangements on request. Please call to discuss your needs.

Terms & Conditions

I acknowledge that I have read and accept the Terms & Conditions attached to this Booking Form.

Sign: _____

Date: _____

Payment

Payment required in advance by cheque, Electronic Funds Transfer or credit card.
Please make your cheque or EFT payment to: **Dispute Solutions Pty Ltd.**
EFT details: BSB: 063-210; Account 1010-8231 (please quote invoice number).

Total Payment: $_____ ☐ Cheque ☐ Visa ☐ MasterCard

Credit Card No: : : : **Expiry:** /

Name: _____ **Sign:** _____