

How to Make a Booking and Payment at Attunga Ski Lodge

Before booking and paying please ensure that you have called Elsa & Errol on +61 2 6457 6050 or emailed Managers@AttungaSkiLodge.com.au to confirm that your accommodation needs can be met for the desired dates.

Assuming you have verified that rooms are available go to the [Bookings menu drop-down](#) on the [Attunga website](#), select the [Book & Pay Page](#) and then select the month of your stay at Attunga from the calendar followed by the **Check-in** and **Check-out** dates – please see the example below 3-16 July 2016:

Check-in:
Sun 03 Jul 16

Check-out:
Sun 10 Jul 16

Keyword

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Sunday July 3

New Booking: Sun Jul 3 - Sun Jul 10, 2016

Members & Accompanied Non-Members

Non-Member - Unaccompanied Guests

Member - Adult

\$97.86 per night

AVAILABLE

Book Now

Details

Availability

Then click on either the **Members and Accompanied Non-Members** or the **Non-Member – Unaccompanied Guests** tab – see below.

New Booking: Sun Jul 3 - Sun Jul 10, 2016

Members & Accompanied Non-Members

Non-Member - Unaccompanied Guests

After selecting and clicking the appropriate tab click the **Book Now** icon located under the category that you wish to book such as **Non-Member Unaccompanied – Adult** – example below:

New Booking: Sun Jul 3 - Sun Jul 10, 2016

Members & Accompanied Non-Members

Non-Member - Unaccompanied Guests

Non-Member Unaccompanied - Adult

\$211.43 per night

AVAILABLE

Book Now

 Details

From the bottom of the pop-up selection box enter the number of persons you wish to book for in the selected category (in the example below 2 have been selected). Then press the blue **Continue** icon on the form.

 Details

 Availability

Book Now

Non-Member Unaccompanied - Adult

Available

Check-in

Sun 10 Jul 16



Check-out

Sat 16 Jul 16



Persons

2

x \$245.00

Sun Jul 10 2016 - Sat Jul 16 2016: **\$2,940.00** 

 Apply Promo or Voucher

Close

Continue

If you wish to add additional categories of guest to your booking press the green **Add to Booking** icon to add guests – for example **Non-Member Unaccompanied 13-16 years** or **Non-Member Unaccompanied 2-12 years**

 Add to Booking

 Clear All

Item	Rate	Amount
 Non-Member Unaccompanied - Adult Sun Jun 26 2016 - Fri Jul 1 2016	Persons: 2 x 5 Nights @ \$200.00 (Shoulder Jun/Jul 2016)	\$2,000.00

From the next screen select the **Members & Accompanied Non-Members** or **Non-Member – Unaccompanied Guests** tab followed by the **Book Now** icon under the category you wish to add to your booking (example below is

Non-Member Unaccompanied – 13-16 years) and select the number of person you wish to add to the booking form. Before pressing the blue **Continue** icon **ensure that you have selected the Check-out date that matches your first entry** so that the correct calculations are made on the booking form – see example below.

Details Availability ✓ Book Now

Non-Member Unaccompanied - 13-16 years

✓ Available

Check-in

Sun 10 Jul 16

Check-out

Sat 16 Jul 16

Persons

3 | x \$120.00

Sun Jul 10 2016 - Sat Jul 16 2016: **\$2,160.00** ?

Apply Promo or Voucher Close Continue

Press the blue **Continue** icon again and, assuming your booking is now complete, fill in your contact details **including the names of all guests together with dates of birth for any guests who are 16 years of age or under at the time of the proposed check-in.**

Notes, 2nd Pref, Names, Birthdates if under 16 yrs *

I

Please note that failure to add all guest names and, where appropriate, dates of birth, is likely to cause a delay in Attunga's managers being in a position to change your booking status to "**Confirm Reserved**". In a worst case situation this could result in the room/s being allocated to other guests.

+ Add to Booking

Clear All

Item	Rate	Amount
 Non-Member Unaccompanied - Adult Sun Jul 10 2016 - Sat Jul 16 2016	Persons: 2 x 6 Nights @ \$245.00 (Peak Winter Season)	\$2,940.00
 Non-Member Unaccompanied - 13-16 years Sun Jul 10 2016 - Sat Jul 16 2016	Persons: 3 x 6 Nights @ \$120.00 (Peak Winter Season)	\$2,160.00
		Sub-Total: \$5,100.00
		Total (AUD): \$5,100.00

Prices include: 10% GST

First & Last Name *

Robert West



E-mail *

Robert@West.net



Mobile Phone *

0414 628 923



Home Phone *

02 9814 2124



Guest Names, Birthdates if < 16 yrs & Notes *

Mary west
Ian West 01/01/2008
Susan West 10/02/2007



Address *

11 Hill Street



City *

Bourke



When complete please tick the ***I have read and agreed to the Terms of Service*** and click the black **Continue** icon to proceed to the secure Credit Card Payment Page and complete the payment – see example page below:

Payment

Please provide your payment details to secure and complete this booking.

Pay Now : \$5,100.00 AUD

⚠ The payment gateway is in test mode, and will not capture payments. Please contact Attunga Ski Lodge Limited (AU) attungaskilodge.com.au

Name on Card
Robert West

Card Number
4111111111111111

VISA

Expiry date 02 / 2018

Validation code 100

Process Payment >

Attunga Ski Lodge Limited (AU)
attungaskilodge.com.au



Booking Invoice



ATTUNGA
SKI LODGE - THREDBO
ABN: 42 003 043 016
P.O. Box 96,
Thredbo,
NSW 2625
Phone: +61 2 6457 6050
eMail: Managers@AttungaSkiLodge.com.au

Robert West
✉ robert@west.net
0414 628 923
02 9814 2124
11 Hill Street
Bourke, NSW, 1234
Australia

Booking Date:	July 10, 2016
Total (AUD):	\$5,100.00

Item	Rate	Amount
Non-Member Unaccompanied - 13-16 years (3) Sun Jul 10 2016 - Sat Jul 16 2016	Persons: 3 x 6 Nights @ \$120.00 (Peak Winter Season)	\$2,160.00
Non-Member Unaccompanied - Adult (2) Sun Jul 10 2016 - Sat Jul 16 2016	Persons: 2 x 6 Nights @ \$245.00 (Peak Winter Season)	\$2,940.00
Sub-Total:		\$5,100.00
Total:		\$5,100.00
Amount Paid:		\$0.00
GST (Included @ 10%):		\$463.63
Balance Due:		\$5,100.00

Then press the green **Process Payment** icon and print your **Paid Pending** receipt if required using the icon presented on the Thankyou screen. A copy of the receipt will be automaticalluy emailed to you and it will be marked with a green **Paid Pending** icon prior to it has being checked by Attunga’s managers.

Booking Invoice

Paid & Pending



ATTUNGA
SKI LODGE - THREDBO
ABN: 42 003 043 016
P.O. Box 96,
Thredbo,
NSW 2625
Phone: +61 2 6457 6050
eMail: Managers@AttungaSkiLodge.com.au

After the booking has been checked by the managers and all details verified they will designate the booking as **Confirm Reserved** and a second email will be sent bearing a blue **Confirm Reserved** marking – see example below.

Booking Invoice

Confirm Reserved



ATTUNGA
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