



## Out-Of-Region Membership Registration Form 2020/21

### Business Information

Company Name:				
Trading Name:				
ABN:				
Entity Type:	<input type="checkbox"/> Sole Trader	<input type="checkbox"/> Partnership	<input type="checkbox"/> Company	<input type="checkbox"/> Other (please specify):
Year commenced TW membership:			Total years of TW membership:	
Business Street Address:				
Business Postal Address:				
Business Phone number:				
Business email address:				
Website:				

Business Description (please provide a business/product description in 100 words or less, to assist the WRIC Team promote your business) :

Please send through a high res logo and hero imagery to [info@tourismwhitsundays.com.au](mailto:info@tourismwhitsundays.com.au)



## Contact Details

Primary Contact – Name:	Position:
Direct email:	Contact phone:
Owner/Manager Contact - Name:	Position:
Direct email:	Contact phone:
Marketing Contact - Name:	Position:
Direct email:	Contact phone:
PR Contact - Name:	Position:
Direct email:	Contact phone:
Accounts Contact - Name:	Position:
Direct email:	Contact phone:
All information supplied will be added to the TW database to receive the fortnightly e-News	

## Disclosure and Payment Details

### Payment Fees:

\$330 + GST for 12 month brochure space (1 x brochure space A4 or DL).

### Terms and Conditions of service:

- The Member agrees to accept bookings taken on their behalf via TW;
- The Member agrees TW will not confirm any booking or reservation without prior contact with The Member. No contact is required if a booking is made via Bookeasy;
- The Member agrees to pay TW 15% commission on all bookings made by TW. This equates to 15% of the total paid by the Consumer to TW;
- The Member agrees to keep all relevant Bookeasy data relating to their product current, informative, and up to date. The Member agrees TW will not be held liable for bookings made utilising obsolete information entered (or not entered) by The Member;
- The Member will upload directly, or notify TW immediately, regarding changes in tariffs, conditions and facilities or any other relevant information which may affect bookings;
- The Member agrees that all booking cancellation policies and procedures must be included on their Bookeasy portal and communicated either on Page 2 of the document or via additional attachments;
- If the Member does not have a specific booking cancellation policy, The Member agrees to abide by the TW's cancellation policy detailed on Page 2 of this agreement;
- In the event of a cancellation, The Member agrees TW will be responsible for the refund to the Consumer;
- TW agrees to forward a bookings reconciliation, remittance cheque or electronic funds transfer, and tax invoice for commission due to TW, fortnightly on the 15th and 31st of each month (The Member will receive payment for bookings as per above payment dates the next payment date following the customers check in); and
- "Electronic Funds Transfer" is the only payment method available between TW and The Member. The Member agrees to immediately update TW should the provided banking details change. E-mail: [finance@tourismwhitsundays.com.au](mailto:finance@tourismwhitsundays.com.au) with changes.
- The Member and TW agree to abide by the terms and conditions of this document.

Tourism Whitsundays

PO Box 479 | Cannonvale QLD 4802

1/5 Carlo Drive | Cannonvale QLD 4802

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[www.tourismwhitsundays.com.au](http://www.tourismwhitsundays.com.au)



Members cancellation policy (if applicable):  
Please attach additional information if required.

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#### Tourism Whitsundays' Booking Cancellation Policy:

Cancellation refunds will be processed using the following terms and conditions (unless The Member specifies by separate documented agreement in which conditions are agreed upon by both parties):

- If a cancellation is made by The Consumer with more than 21 days' notice:  
TW will refund The Consumer the full amount paid less administration fee of \$25.00.
- If a cancellation is made by The Consumer with more than 7 days but less than 21 days' notice:  
TW will refund amount paid by The Consumer less commission due to TW.
- If a cancellation is made by The Consumer with less than 7 days' notice:  
TW will retain commission due and forward the balance to The Member.

Any disputes regarding the cancellation policy and / or subsequent cancellations must be forwarded, in writing, to the Chief Executive Officer of Tourism Whitsundays Limited.

#### Electronic Banking Details:

Bank Name:

Branch Number (BSB):

Account Number:

For remittance advice please provide your finance Name:  
contact details (or specify 'as above' if already provided)      Email:

This Agreement is between Tourism Whitsundays ("TW") and "The Member" (detailed above). This Agreement governs the relationship between TW and The Member and pertains to all bookings made on behalf of "The Consumer" via TourismWhitsundays.com.au website in relation to The Member's product and any commission due to TW. Any reference to Tourism Whitsundays is inclusive of the Whitsunday Regional Information Centre ("WRIC").



### Automatic Membership Renewal:

From July 2021 your membership will automatically renew each year.

- You will receive an annual renewal notice prior to 1<sup>st</sup> July outlining level of membership and the appropriate annual fee.
- If you wish to cancel, change details or amend membership level you must advise Tourism Whitsundays in writing within 30 days of renewal notice date.
- If notice has not been received in writing, your membership will automatically renew for a further 12 months and payment will be required.
- A membership invoice will be emailed to you
- Any direct debit authorities for payment will also be amended accordingly.
- If you do not wish to partake in Automatic Renewal of Membership, please check the “OPT OUT” box
- below.
- You can also “OPT OUT” at any time by advising Tourism Whitsunday in writing

**Yes** - I/We wish to authorise automatic membership renewal

**No** - I/We do NOT authorise automatic membership renewal

All new membership applications are pending until endorsement by the Tourism Whitsundays Board. We accept membership payment by Direct Deposit, Credit Card (VISA, Mastercard ONLY), Stripe and GoCardless.

An invoice will be sent through to you with these options to pay following Board endorsement.

I hereby acknowledge that I have read, understood & agree to the [Tourism Whitsundays Terms and Conditions and Code of Conduct](#) and the above Terms and Conditions

**Print Name:**

**Signature:**

**Date:**

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Please return this completed form to [info@tourismwhitsundays.com.au](mailto:info@tourismwhitsundays.com.au).