## Terms & Conditions for group bookings at Canberra International Golf Centre

- Teachers & Supervisors are responsible for, and must closely supervise students at all times.
- Alterations to booking numbers must be emailed to CIGC no later than 1 week prior to attendance and a new invoice will be issued.
- Requests to change booking activities and/or add extra activities email changes as soon as possible.
- A deposit may be required depending on numbers booked especially during busy times of the year.
- Payment is required on arrival, or if paid in full in advance provide proof of payment to our staff on arrival.
- Booking agent is responsible for all outstanding accounts not paid in full.
- Late payment fees will be applicable to accounts not paid by day of visit.
- Cancellation with less than 48hrs notice requires payment in full.
- 'No Show' of confirmed group requires payment in full.