# Thank you for choosing MadeComfy

and here's how to book your corporate stay







To see our properties and location, please click: MadeComfy booking platform



Email our Corporate Reservations to receive quote with corporate rate: <a href="mailto:corporatestays@madecomfy.com.au">corporatestays@madecomfy.com.au</a> for any accommodation enquiries



• 5% off on stays 7 nights or less

Can be combined with our longer stays discount that will equate to:

- Up to 10% off on stays of more than 7 nights
- Up to 20% off on stays of more than 28 nights

It would be ideal if you select the preferred property and advise us of the budget before sending it to us, to speed up the process.

We may have properties that are currently in the "on-boarding" process that you will not see on our website, feel free to email us if you can't find the property you're looking for.





### **Cancellation Policy**

#### Short stay (less than 3 months)

The cancellation is free of charge 48 hours prior to the date of arrival minus up to a 3% credit card processing fee, after this time we charge you 50% of the room rate as a cancellation fee.

If you cancel or alter after the trip has started, 50% of the remaining nights (24 hours after the cancellation occurs) are refunded.

#### Mid / longer stay (over 3 months)

The cancellation is free of charge 5 days prior to the date of arrival minus up to a 3% credit card processing fee, after this time we charge you 50% of the room rate as a cancellation fee.

If you cancel or alter after the trip has started, a 28 day's notice is required and then the remaining nights (24 hours after the cancellation occurs) will be refunded fully.



### Early check-in / late check-out

Early check-in and late check-out are subject to availability. We will be able to confirm early check-in or late check-out **only 24 hours** before arrival or departure. Please contact us to confirm.



# How to make payment

Making a payment to MadeComfy is easy.
Upon receipt of the invoice, all you need to do is:

- Pay the amount outlined on the invoice to the payment details provided.
- 2 In your remittance, include the guests full name and invoice number, and
- Provide the remittance **on the same day** of payment to <u>accounts@madecomfy.com.au</u>.

## **Payment options**



EFT is available, subject to arrival date



Pay with card with no extra fee

