



Payment & Cancellation Information

Payments:

Deposit: A non refundable deposit of \$50.00 is required within 14 days of a booking being made.

Final Payment: The balance of the rental amount must be paid *at least four weeks* prior to the check-in date. Access and important information is included with the final receipt email.

Note: Failure to pay the deposit or balance by the due date may result in the cancellation of the booking.

Payment Options:

1. Direct Debit:

Please deposit funds into the following Commonwealth Bank account.

BSB NUMBER: **063 008**

ACCOUNT NUMBER: **10011427**

ACCOUNT NAME: **VPAFS – Holiday Homes**

To assist with the processing of your payment, please include your registered number in the reference field

2. Cheque or Money Order:

Please make payment payable to:

Mail Payment to:

VPA FS Holiday Homes

The Police Association

PO Box 76

CARLTON SOUTH 3053

Please ensure you attach your **registered number** with your payment.

Please confirm your payment by sending an email to holidayhomes@tpav.org.au . Include the check in date and the holiday accommodation (location and/or Unit).

Cancellations:

The Association must be notified of any booking cancellations at least **21 days prior** to the check-in date or you may be required to pay the full amount.

For bookings cancelled at least 21 days prior to the check-in date, a full refund (less the \$50 non refundable deposit) will be made.

If you require assistance, please contact the Holiday Homes Coordinator during business hours on (03) 9468 2600 or via email at holidayhomes@tpav.org.au.