



NZNO HOLIDAY HOME - THE SOUNDS COTTAGE BOOKING REQUEST FORM

PLEASE COMPLETE ALL SECTIONS AND PRINT CLEARLY

A. CONTACT DETAILS

Full Name (Party must include a NZNO Financial/Staff Member)	Mobile	Membership No.
Address	Email	

B. PREFERRED DATES

Arrival Date: **Departure Date:** **No. of Nights:**

Please check preferred dates in the calendar via: https://www.nzno.org.nz/membership/benefits/nzno_bach

C. TRANSPORT

How will you be accessing the Cottage?

☐ **Water Taxi** ☐ **Own Boat**

NOTE: There is no road access.

Accessing by boat?

Boats must be launched from Waikawa Bay and then sailed to the cottage jetty in Opua Bay. They cannot be driven to the cottage and launched from the cottage jetty itself. Please note there is a barge in another section of Opua Bay used for forestry work only and guests are not permitted to access this barge under any circumstances.

D. RENTAL FEES

(free)	and @ \$30 each	x	= \$
No. of Children under 16 years	No. of Adults	No. of Nights \$60 minimum	TOTAL
			\$

* Bookings are confirmed on receipt of 50% Deposit, completed Booking Request form and signed T&C's.

* Full payment of your booking must be received by NZNO before your first night's stay.

50% Deposit

Payment can be made by BANK TRANSFER to: Bank Account #: ANZ Wellington **01-0505-0087105-00**
Account Name: **NZ Nurses Org**
Reference: **Surname, Arrival Date and "Bach"**

Please note: For cancellations made less than 3 months prior to your stay, your deposit will be non-refundable.

Disclaimer: NZNO reserves the right to recover any subsequent repairs for malicious damage.

E. TERMS & CONDITIONS:

I have read and Agree to the attached Rental Terms & Conditions

Signature **Date**

F. RETURN COMPLETED BOOKING REQUEST FORM:

By Email: soundscottage@nzno.org.nz **OR** By Post: Sounds Cottage c/o NZNO, PO Box 4102, Christchurch 8140



NZNO HOLIDAY HOME - THE SOUNDS COTTAGE

RENTAL TERMS & CONDITIONS

1. Booking Confirmation

By making a booking request to rent the NZNO Holiday Home – The Sounds Cottage (the Cottage), you (the Guest) agree to be bound by these terms and conditions (Terms).

In order to secure a booking of the Cottage, a 50% Deposit is required to be paid when the Booking Request form and signed Terms and Conditions (T&C's) are returned.

When you submit a Booking Request form, we, NZNO (the Hirer) will contact you within 5 working days of receipt of your deposit to advise confirmation or non-acceptance of the booking request.

Bookings are on a 'first come, first served' basis, with members of the Greater Wellington Region having priority.

Acceptance will be at NZNO's sole discretion. Acceptance of a booking will give you a license to occupy the relevant property on the booked days only, and subject to full compliance with all terms and conditions.

Should NZNO not accept a booking request, NZNO will refund any fees that have been paid. It may take up to 5 working days for the funds to return to your account from the date NZNO confirm that the refund has been approved.

2. Booking Periods and Minimum Nights

From 1 November to 29 February the maximum stay allowed is 2 weeks and must be booked before 1 August.

If there are more bookings than available spaces, a ballot system will be introduced.

3. Persons on Booking and Maximum Persons

No more than 7 persons including children may stay inside the Cottage.

Additional guests can only be accommodated by sleeping in tents outside the cottage.

The booking is valid for the number of persons and group configuration as indicated on the booking request. Any changes to the booking should be communicated to and agreed by NZNO, in writing, so as to ensure the booking remains valid.

Bookings must include an NZNO Financial Member or Staff Member.

4. Cancellations and Booking Changes

If the booking is cancelled or reduced nights are requested by you more than 3 months before the start of the stay, we will refund your deposit and also the balance if it has been paid.

If the booking is cancelled by you 3 months or less before the start of the stay, we will hold the rental fee that has been paid to be used at an alternative date within one year.

If you cancel the booking after the final payment due date, you remain liable for the balance of funds due for the booked stay period.

If you fail to pay any amount when due, NZNO may treat that failure as a cancellation by you of the booking.

Premature departure during a booking will not be eligible for any refunds.

Booking changes are by agreement only once your Booking is confirmed.

5. Person Making the Booking Present for Stay

You, as the person making the booking, must be present and onsite at the property throughout the stay, unless agreed in writing by NZNO. If you do not stay at the property during the booking but your guests do, you will still be legally responsible for all your obligations under these Terms and Conditions and your guests' compliance with them.

6. Rental Payment & Rates

Booking and payment for the accommodation must be made by Bank Transfer.

The nightly rental rate for adults is \$30 per person, with a minimum of \$60 per night. There is no charge for children under 16 years of age.

The nightly rental rates are valid and applicable at the time of booking, regardless of whether they are subsequently changed.

7. Check In and Out Time

Check in time: Midday and Check out time: Midday.

8. Maintenance and Rubbish

The property must be left clean and tidy and in the same condition in which it was found. Otherwise, you will be charged for additional cleaning at the following rates (+GST):

1. \$35 per hour for standard cleaning, washing, laundering
2. \$45 for abnormal or unreasonable cleaning and odour removal
3. \$20 plus tip fees for rubbish and recycling removal.
4. The Maintenance Team may need to access the cottage/grounds during your stay, they will contact you if this is necessary.

9. Linen

You are responsible for providing sufficient necessities for your stay (i.e. towels, sheets, tea towels, bath towels, hand towels, face cloths etc.) Extra bedding may be required in colder weather. Do not sleep on the beds without sheets.

10. Additional Services and Charges

Additional charges (+GST) will be payable as follows:

1. \$75 per for lost cottage keys.
2. \$30 per hour to organise third parties to rectify a situation or \$45 per hour if the Maintenance Team has to conduct remedial work themselves at the house to sort out issues arising from stay.
3. The cost of repair or replacement of damaged or missing items, plus and additional handling fee of 14% of the costs incurred.
4. Debt collection and legal fees incurred in the collection of unpaid charges.



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11. Other Rules to 'Respect the Property'

In addition to anything else stated in these Terms and without limiting NZNO's rights, a breach of the following rules could result in possible eviction from the property and/or the Guest/s being prohibited from making future bookings:

1. Booking on behalf of another person without intending to be at the property during the stay.
2. Each party must have at least one NZNO financial, or staff, member who will be responsible for the party's use of the facility.
3. All guests must be contained to the Cottage grounds which includes the beach and the cottage jetty.
4. All other properties including the road are private property. Walking on the road is prohibited.
5. Access to the Cottage does not grant any other rights within the forest. Walking/hiking and hunting are not permitted at all.
6. Pitching of tents on the property is allowed. You will need to bring your own tents, beds, sleeping bags, lighting and any other camping paraphernalia you require.
7. Parties, events, weddings, receptions, stag / hen festivities etc. are not permitted under any circumstance.
8. Excess people above the maximum, not authorised by NZNO in writing.
9. Keep boat speed down and be considerate of permanent residents in the area.
10. The boat shed storing the kayaks must be kept locked. There are also 4 lifejackets available (Adult Medium and Large and Childs 6-8 and 8-10) but it is recommended you bring your own.
11. Boats are only to be launched from Waikawa Bay and piloted to the cottage jetty. Do not launch from the cottage jetty itself.
12. Accessing the barge off the forest road, which is used for logging operations, is not permitted under any circumstances.
13. No open fires including BBQ's are allowed at any time. Controlled gas BBQ's may be used on the beach only.
14. No smoking on the property unless permitted by NZNO.
15. Abuse, including verbal or physical, of NZNO Representatives, forestry staff or the neighbours.
16. Undue nuisance or noise to neighbours or the local community.
17. Use of illegal substances or conduct of illegal activities at the property.
18. Anything that could invalidate the insurance policy for the property.
19. Moving or re-arranging furniture.
20. Tampering with smoke alarms.
21. Leaving an oven, or any other cooking unattended.
22. Family pets are not permitted onsite under any circumstances.
23. Keep the Cottage and the outside gutting table clean and tidy. Please do not wear muddy footwear inside the Cottage.
24. The toilet is on a septic tank so flushing must be kept to a minimum and no sanitary products may be put in the toilet.
25. All rubbish and unused food must be taken with you when you leave the Cottage.
26. Should you be evicted from the property, all amounts paid will be forfeited and an NZNO Representative may remain on-site at the property as you ready for departure. In the instance of eviction, a mandatory exit clean will be provided by NZNO and will be charged to you at the rate of \$35 + GST per hour.

12. Water

Water is a precious resource. You must limit water usage particularly in summer.

This property is only on tank water from roof collection system or spring-fed supply with no public town supply so you should boil water before drinking or preferably bring your own drinking water.

You will need to follow the instructions provided to turn on the water when you arrive and turn the water off again when you depart.

Washing boats, jet ski's, kayaks, and other water toys is not permitted, under any circumstances.

13. Reporting a Complaint

Should you have any issues during your stay, you should notify the NZNO Representative in Picton immediately. If you cannot reach the NZNO Representative or you are not satisfied with the resolution, you should contact NZNO on 0800 28 38 48.

14. Feedback Questionnaire

A Questionnaire giving feedback, reporting on the condition of the Cottage and recording any damage **must be** completed by each party within 1 week of the stay. This is to ensure you are not liable for another party's mess.

15. Unavailability

If the property becomes unavailable for any reason after the booking request is confirmed or the booking is frustrated, NZNO may shift your booking to another date, in consultation with you (the Guest). If this is not possible, NZNO will cancel the booking and:

1. If the NZNO is responsible for the property becoming unavailable, refund the relevant night's accommodation; or
2. If the property has become unavailable for any other reason or the booking is frustrated, NZNO may, at its discretion, provide you with a credit for the relevant night's accommodation.
3. NZNO will not have any other liability or responsibility in connection with the unavailability of the property for any reason after booking.

16. Liability

Any use of amenities is entirely at your own risk and NZNO will not be liable for any injury, loss or damage you or any other person may suffer. Travel in Queen Charlotte Forest, if approved, is at your own risk and NZNO will not be liable for an injury, loss or damage to you, or any other person, or any boat or vehicles that you may suffer.

You will advise NZNO within 1 week of your departure of any loss or damage that has occurred at the property during your stay.

You will be responsible for the full costs, both direct and consequential, including time of NZNO and its Representatives, of repairing or replacing any and all damage to the property and/or its contents, any lost income or other costs incurred by NZNO and its Representatives.

NZNO will not be liable for any event beyond their reasonable control, or for any loss or damage you or any other person suffers during your stay, or for any damage to the property including personal boats and vehicles.

Last updated: 01 August 2026