



# GROUP INFORMATION PACK

## Welcome to Pittwater YHA



Pittwater YHA, originally a family home of the 1920s, is an ideal place for families, functions and friends. We are located 30 kms north of Sydney within the Ku-ring-gai Chase National Park and overlooking Morning Bay on Pittwater's western shore. The hostel is part of the surrounding off-shore community and is reached by ferry or water taxi followed by a 15 minute walk through a spotted gum forest. The hostel is a retreat away from roads and cars and the hectic pace of the city.

The hostel is a popular venue for groups. The most popular option is the "Rent-a-YHA" booking which gives your group exclusive use of the hostel. This type of booking has included family get-togethers, birthday and other celebrations, environmental workshops, artist's workshops, corporate functions, school and university study retreats.



### The Facilities

- **Capacity** of the hostel is for up to 32 overnight guests. A limited number of additional day guests may be accommodated.
- **Veranda** extends along the bay side with magnificent views across Pittwater. The outdoor furniture can be arranged to have a long table setting for the group to share a meal together.
- **Outdoors** is a paved area with gas bbq. Grassed terraces extend in front of the hostel.
- **The Lounge** is large and comfortable, often used as a meeting room. The wood fireplace is used in colder times.
- **Our Kitchen** at the hostel is very well equipped including a large commercial fridge, cook tops, oven, microwave and all the pots pans and utensils needed for making homely meals.
- **Bedroom** types are double/twin, 4-share and 6-share with a total of 8 bedrooms. Duvets and blankets are supplied. Due to our limited rain water supply, guests are requested to bring their bed linen and towels. Please do not bring sleeping bags.
- **Entertainment:** a selection of board and card games, Roland electric piano, acoustic guitar and ukulele, CD Player. In its style as a retreat, the hostel is without television.

### Activities

- Bushwalks:** to spectacular lookouts, aboriginal engravings.
- Wildlife:** wallabies surround the hostel. Possums come from above. Bird songs waft across the bay and in warmer times goannas amble across the verandah.
- Kayaks:** 6 double kayaks are available for hire to explore the bays, nearby mangrove inlets and circumnavigate Scotland Island
- Sailing:** The local sailing school All Sail arranges sail training and trips on Pittwater.
- Ferry Cruise:** Church Point ferry for local cruises or the Palm Beach ferry service for a cruise up the Hawkesbury River. Charter ferries also available.

### Reminders

- Alcohol** in moderation. Enjoy a beer or wine. Spirit or spirit based drinks are not permitted.
- Arrivals** are midday onwards. Rent-A-YHA Bookings: Room checkout is 10.00am and kitchen clean up by 2pm. Linger longer and enjoy this beautiful place.
- Cleaning** The group is responsible for maintaining a clean environment.

## How to Get To Pittwater YHA

To reach the hostel you travel to Church Point, 30 km north of the city. At Church Point you catch the ferry/water taxi.

### Public Transport

#### **From Sydney Airport**

Take train to Central Station.

#### **From the city**

Take the E86 bus direct (afternoon peak hours only, 4.30 to 5.45 pm and requires advance purchase of ticket) from Railway Square at Central (Lee St Stand B) or Wynyard (Carrington St Stand D). Alternatively, from city, take L88 or L90 bus and change to 156 bus at Mona Vale to reach Church Point. Some 155 buses also run to Church Point at 7.22 pm and 8.12 pm – check with driver.

#### **From Manly Wharf**

Take 156 bus direct to Church Point or evening 155 buses as noted above.

#### **From Church Point Wharf**

Take ferry or water taxi to Halls wharf. Last ferry at 7 pm weekdays and 6.30 pm weekends and public holidays. For the ferry timetable go to [www.churchpointferryservice.com](http://www.churchpointferryservice.com)  
Pink WaterTaxi available all times: use free phone at the wharf.



#### **At Halls Wharf**

See the map at the end of this pack, then follow the YHA signs to hostel. It is a 15 minute walk on bush track uphill. To assist getting supplies to the hostel wheelbarrows are available on request. If arriving after dark, bring a torch to see sign posts and reflective markers.

#### **By car**

There is a public, pay-and display car park at Church Point which costs \$28 per day, \$52 for 2 days (cash or credit card). Limited street parking is also available. Give yourself extra time to park. Drop off people and supplies at Church Point and driver finds a park.

## TO BOOK

Contact the hostel as group bookings are available only by phone or email. We can hold a booking date for you without obligation. The booking is made once a 30% booking deposit is taken. The YHA Group Booking Conditions, which apply, are attached to this information pack.

**Group Rates:** YHA is a not for profit organisation that channels funds back into improving hostels and services. Groups booking accommodation at any YHA must hold a current group membership to be eligible for group rates. Group membership only covers persons travelling as part of a registered group (of 10 people or more), not individual travellers. In Australia group membership costs \$42 and is valid for 12 months worldwide. You can apply for an Australian group membership on the Group Booking Form. Please note your new membership card will be issued on arrival, unless otherwise requested.

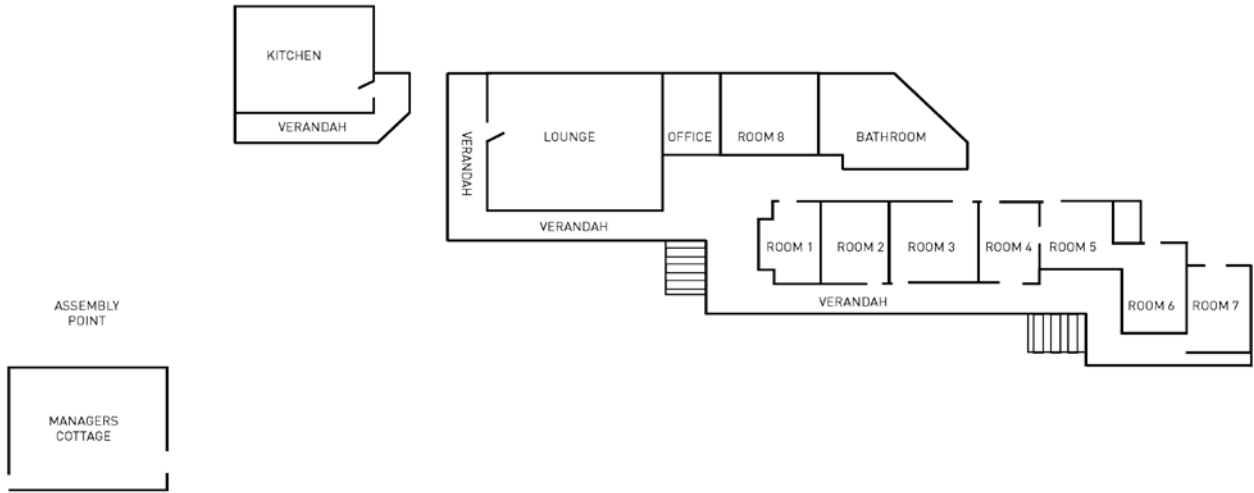
### Group Costs

Valid till 30 September 2011 (includes GST)

Room Type	YHA Members	Standard Rate
Adult Dormitory Bed	\$26 p.p	\$29 p.p
Double or Twin Room	\$64.50 p.r	\$72 p.r
Family Room 2 Adults and 2 children	\$88 p.r	\$98 p.r
Family Room 2 Adults and 4 children	\$122 p.r	\$126 p.r
Day Use Fee	\$8	\$8

Rent a YHA Exclusive use of hostel – up to 32 persons	YHA Members	Standard Rate
Weekend "Rent a YHA" <small>Minimum 2 nights</small>	\$1680	\$1722
Midweek "Rent a YHA" <small>Per night Sunday to Thursday</small>	\$740	\$782

# Floor Plan



## Pittwater Room Configuration

Use this to allocate beds for your group:  
Group Capacity is for up to 32 people.

### Room 1

- B 1 .....
- B 2 .....
- B 3 .....
- B 4 .....

### Room 2 – Double / twin

- B 1 .....
- B 2 .....

### Room 3

- B 1 .....
- B 2 .....
- B 3 .....
- B 4 .....
- B 5 .....
- B 6.....

### Room 4

- B 1 .....
- B 2 .....
- B 3 .....
- B 4.....

### Room 5 – Double / twin

- B 1 .....
- B 1 .....
- B 2 .....

### Room 6 – Includes double

- B 1 .....
- B 1 .....
- B 2 .....
- B 3 .....
- B 4 .....

### Room 7

- B 1 .....
- B 2 .....
- B 3 .....
- B 4 .....

### Room 8

- B 1.....
- B 2 .....
- B 3 .....
- B 4 .....
- B 5 .....
- B 6 .....

We look forward to seeing you at Pittwater.  
Sarah Polomka and Michael Doherty  
Managers, Pittwater YHA

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**W: [www.yha.com.au](http://www.yha.com.au)**



## Group Booking Terms & Conditions

**Making a group booking is conditional upon there being sufficient capacity at the hostel to accommodate the booking and the booking being accepted by YHA on behalf of the hostel.**

### **Settlement and Payment**

When a booking is made the group must pay a deposit of 30% of the total booking amount to YHA no later than 14 days from the date of the invoice. The final balance must be paid 21 days prior to arrival. **If booking payments are not received on time, YHA reserves the right to sell the accommodation to other guests.**

### **Refunds and Cancellations**

For cancellations of all or part of the group booking:

- More than 6 weeks prior to arrival: YHA will refund 90% of the cancelled accommodation cost. Full refund on catering.
- Between 21 and 42 days prior to arrival: YHA will refund 70% of the cancelled accommodation cost. Full refund on catering.
- Between 15 and 20 days prior to arrival: YHA will refund 50% of the cancelled accommodation cost. Full refund on catering.
- Between 8 and 14 days prior to arrival: YHA will refund 25% of the cancelled accommodation cost and refund 75% on catering.
- Within 7 days of arrival: No refund.

### **Notice of Liability**

The group leader must agree to ensure that their group will abide by the YHA requirements listed below and any reasonable instructions made by the hostel manager or staff. The group leader must undertake:

1. To accept responsibility for proven damage or loss caused by the group to hostel building or equipment including safety and security systems and to recompense YHA for any such loss or damage.
2. To abide by the conditions of payment for a booking, including the cancellation policy as detailed above.
3. To ensure that any children in the group are supervised at all times. Children must be supervised in public areas that may include elevators, swimming pools and rooftop areas.
4. To agree that YHA does not accept responsibility for accidents which may occur to any group member, or for any damage or theft of property whilst using YHA hostels.
5. Not to drink alcohol excessively at the hostel. If members of the group are under 18, to agree not to bring alcohol onto the hostel premises or to return to the premises in an intoxicated state. Leaders are particularly responsible for ensuring any group member under 18 years of age abides by YHA's policies baring smoking and consumption of alcohol.
6. To follow all parking and other specific requests of the hostel management.

### **General Obligations**

YHA undertakes to provide the agreed services at the agreed times by the Hostel. This obligation does not apply under circumstances beyond the control of YHA such as:

- If the group does not arrive.
- If the group fails to pay the deposit or balance on time.

### **Additional Provisions**

1. Standard hostel policies will be clearly displayed or made available to all guests within the hostel. Group members are expected to comply with such hostel policies.
2. A cash bond may be required from group guests – at the Manager's discretion.
3. YHA reserves the right at all times and without prior notice to stop accommodating a group if one or more group members contravenes hostel policies. No refunds will be given in these circumstances.

### **Cancellation by YHA**

YHA reserves the right to terminate a booking without any obligation to pay compensation if there is sufficient cause to believe that the nature of the group's meeting at the hostel is different than could reasonably have been expected, based on the group's request or on the character of the group, and that YHA would not have entered into the agreement had it known the true nature of the intended meeting. Should YHA choose to exercise this right after such meeting has commenced at the Hostel, the group's payment for the services rendered to that point will be retained and the balance paid will be refunded.

### **Group Membership**

To stay at YHA hostels, groups must be members of YHA. Australian groups join YHA in their home state. Non- Australian groups join YHA/HI in their home country. Group Membership can also be arranged at the time of booking.

### **Disclaimer**

I hereby warrant YHA NSW Ltd and its member hostel that I am authorised to enter into this agreement and as such accept full personal responsibility for the group's adherence to the Group Booking Conditions and undertake to ensure that the group in my charge abides by those Conditions.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

