

SPECIAL OCCASION BOOKINGS

ADELAIDE PLANETARIUM CONFIRMATION BOOKING FORM

PLEASE COMPLETE AND RETURN TO THE ADELAIDE PLANETARIUM TO CONFIRM YOUR BOOKING

Building P – Level 2 - University of South Australia - Mawson Lakes campus

Tel: 8302 3138 (Mon-Fri, 9.30am – 4.30pm) Fax: 8302 5082

Email: adelaide.planetarium@unisa.edu.au

Web: www.unisa.edu.au/planetarium

1. BOOKING DETAILS

Name of organiser: _____ Date of visit: _____ Time of visit: _____

Contact telephone number: _____ Email: _____

Postal Address: _____ Post Code: _____

2. NUMBERS ATTENDING (ESTIMATE ONLY – WILL RECONFIRM ON DAY OF VISIT)

*Please note a private booking is classed as 2-4ppl

	Numbers	Specify movie ✓
Adults		
Children (aged 3 +)		
Concession (incl. Pensioner, Tertiary student, Seniors, Health Care)		
TILT MOVIE (25 minute full dome feature film included as part of your one hour show)		
TYCHO TO THE MOON MOVIE (20 minute full dome feature film included as part of your one hour show)		
SECRET OF THE CARDBOARD ROCKET MOVIE (30 minute full dome feature film included as part of your one hour show)		
WILDEST WEATHER IN THE SOLAR SYSTEMS MOVIE (20 minute full dome feature film included as part of your one hour show)		
ASTRONAUT MOVIE (20 minute full dome feature film included as part of your one hour show)		
COSMIC COLLISIONS MOVIE (23 minute full dome feature film included in the session)		
CAPTURING THE COSMOS MOVIE (27 minute full dome feature film included in the session)		
NO MOVIE (50min Night Sky Presentation only)		

FLAT FEE - \$170.00

3. PAYMENT OPTIONS

OPTION 1 - Cash or cheque to be given to the Planetarium
Coordinator 2 working days prior to the session.

Please tick

Cash

Cheque

OPTION 2 - Credit Card

Amount to be charged - \$ _____

Visa / Mastercard (please circle)

Card Number: _____ - _____ - _____ - _____

Expiry Date: _____

Signature: _____

5. ACCESS

Do you require disability access? **YES / NO** please circle

If yes, what support do you require? (i.e. disability parking): _____

6. SPECIAL REQUIREMENTS

Please list any special requirements or requests and what occasion you are celebrating

7. UNDERSTANDING & AGREEMENT

Conditions of Agreement

The University of South Australia shall not be responsible for any property which any member of the hiring organisation or other persons connected with the organisation may bring into the University.

Hirers must be aware of and confirm with the fire safety regulations. Every exit, passage, gangway and the immediate approaches to and from any exit door shall be kept entirely free from obstruction, whether permanent or temporary.

- I understand and agree to the conditions stated above and as stated in the attached parking information sheet.
- I understand that a **CANCELLATION FEE of \$70.00** will apply if we are not advised **one working day** prior to date of your booking.
- I understand that the Adelaide Planetarium takes no responsibility for fines that are issued to those who park illegally.

Name of organiser (please print): _____

Signature: _____ Date: _____

OFFICE USE ONLY

Calendar updated?	YES / NO	
Room Booking made?	YES / NO	
Tax Invoice sent?	YES / NO	Date sent: _____
Payroll spreadsheet updated?	YES / NO	Processed by: _____
Comments:	_____	

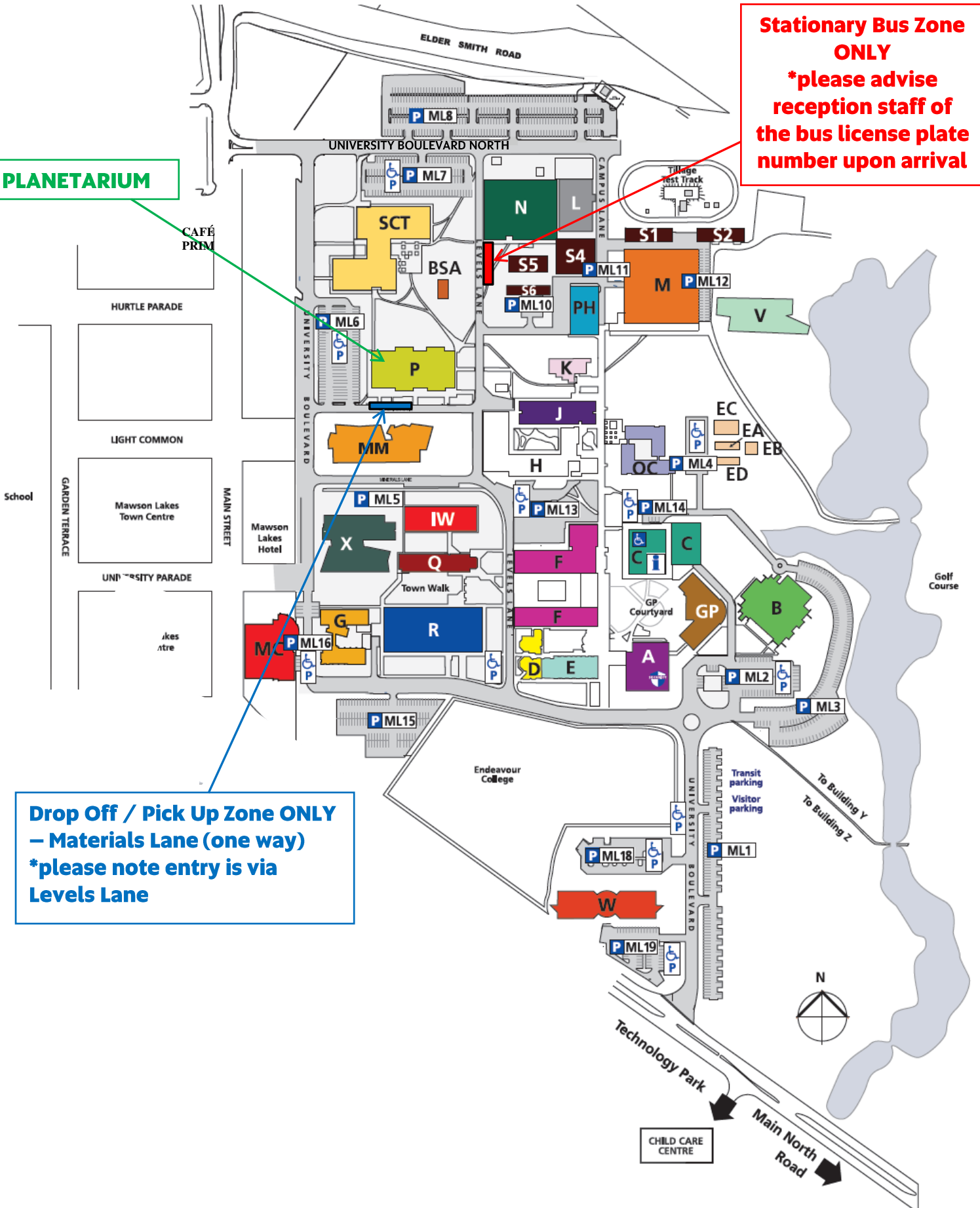


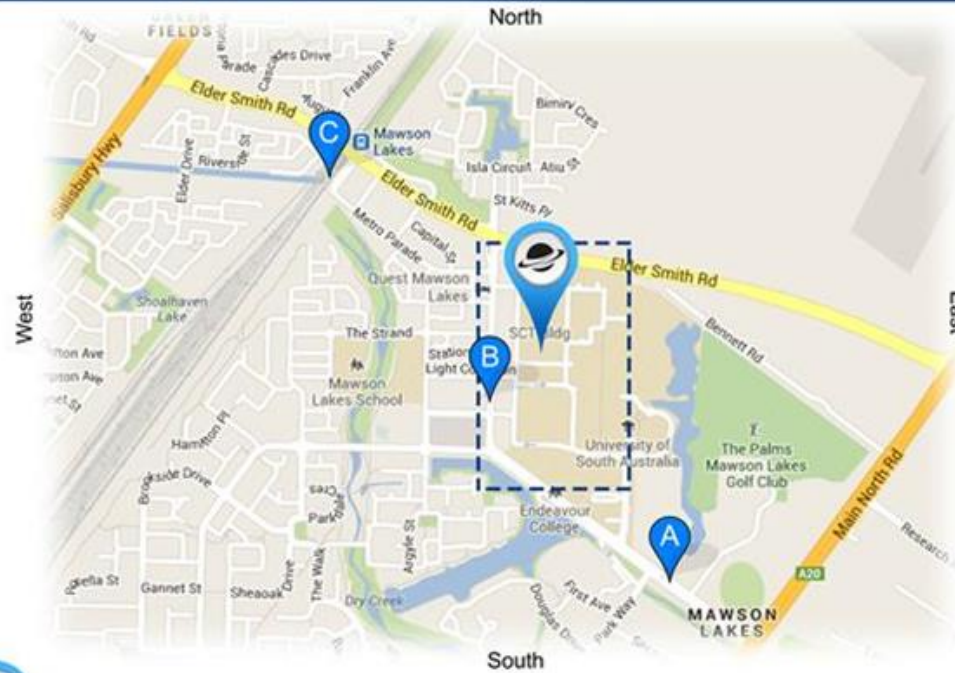
Mawson Lakes Campus – Bus Parking

Stationary Bus Zone ONLY
*please advise reception staff of the bus license plate number upon arrival

PLANETARIUM

Drop Off / Pick Up Zone ONLY – Materials Lane (one way)
*please note entry is via Levels Lane





Adelaide Planetary - entry via the glass sliding doors at the south western side of the P Building

- A** Mawson Lakes Blvd
- B** Main Street
- C** Bus / Train Interchange
- D** Security - A Building

P Street Parking - 20¢ / hour

Meter parking located along University Blvd, pay as you go stations marked with ★ or download the App UniSA PARKI on your smartphone. You will need your **licence plate number** for either payment method. **No parking** in the ML6 car park M-F 8am-6pm.

DIRECTIONS:
From Main North Road
Turn left into Mawson Lakes Boulevard
Veer right into Main Street
Turn right into Light Common (just before Caffe Primo)
The Adelaide Planetary will be on your left
Turn left into University Boulevard
The Adelaide Planetary is located in the P Building Level 2

Mawson Lakes Interchange to the Adelaide Planetarium

