

REFURBISHMENT AND RENOVATIONS INFORMATION SHEET

Due to European and Japanese **law** wholesalers **must** inform clients of **any** work occurring at a hotel during their stay, and therefore require the Hotel to ensure that they are informed of all such work as far in advance as possible. Please complete **all** sections of this form with precise details of any proposed refurbishment, renovation or building works scheduled for this contract period.

The wholesalers also require a monthly update of all works until completion; please ensure you send regular updates to the inbound sales office.

Date submitted: April 2018
Hotel Name: Novotel Cairns Oasis Resort
Hotel contact person regarding works : David J.Galloway-Penney
Title of contact person: Director of Sales and Marketing
Contact email: david.galloway-penney@accor.com
Contact phone number: 07 4080 1840
Is there any refurbishment, renovation or building work planned at the hotel during next 12 month? Yes
If yes, please provide a detailed description of work taking place at the hotel: Commencing 11th of June, 2018 the Stage 1 of Public Area refurbishment will commence at the Novotel Cairns Oasis Resort. Included in Stage 1 is the Lobby area including Reception, Tour Desk, and Lounge areas. Following this is the construction of a new Lobby Bar and Lounge area which will feature internal and alfresco dining spaces.
Date of commencement: 11 th June 2018
Expected date of completion: TBA
Anticipated disruption to guests: Construction areas will be hidden by hoarders and noise from machinery including power tools and manual construction will be present throughout daylight hours, Monday to Friday. All allowances to prevent the disruption to guest's wellbeing will be taken into strong consideration. The operation of the Novotel Cairns Oasis Resort and our products and services offered regularly to guests will not be disrupted however may be relocated to alternative areas for the wellbeing of staff and guests.
Steps taken to minimise disruption: Hoarders will be constructed to prevent unsightly construction areas to be in full view of guests as well as workmen will have separate means of egress to and from the worksites. Construction work is anticipated to be carried out only during daylight hours and under the full control of Hotel Management.

AREAS AFFECTED – please type yes or no in the boxes applicable N/A				
Rooms	Jackhammering Yes or No? N/A	Drilling/Hammering Yes or No? N/A	Painting Yes or No? N/A	Soft Furnishing Yes or No? N/A
Lobby	Jackhammering Yes or No? Yes	Drilling/Hammering Yes or No? Yes	Painting Yes or No? Yes	Soft Furnishing Yes or No? Yes
Restaurants	Jackhammering Yes or No? Yes	Drilling/Hammering Yes or No? Yes	Painting Yes or No? Yes	Soft Furnishing Yes or No? Yes
Bar	Jackhammering Yes or No? Yes	Drilling/Hammering Yes or No? Yes	Painting Yes or No? Yes	Soft Furnishing Yes or No? Yes
Hotel Exterior	Jackhammering Yes or No? Yes	Drilling/Hammering Yes or No? Yes	Painting Yes or No? Yes	Scaffolding Yes or No? No
Days and hours of work: Daylight Hours				
Will bathtubs be removed? Yes or No? N/A				
Will workmen use lifts/elevators? Yes or No? Yes				
Number of guest lifts affected: One				
Number of lifts available for guests to use: 3 lifts				
Other Areas: Please specify AREA & TYPE OF WORK Outside garden and terrace areas will be constructed into alfresco dining areas.				
Electronic Signature:  Date: 19/04/2018				

Return this form via email to Leisuresales.pacific@accor.com