

RESERVATION FORM
MEMEA 2015 GENERAL CHAIR
Check in May 07th Check out May 9th 2015
RESERVATION NUMBER HR. 273981802

Please fill in the present form with all the information required **within April 08th 2015**

SURNAME / NAME	ROOM TYPE (SINGLE/DBL)	ARRIVAL	DEPARTURE	PAX NR

NH AMBASCIATORI

Standard single/dus room € 99,00

Double room € 109,00

Our rates are per room per night including American buffet breakfast and 10% Vat
*We kindly inform you that starting from 2nd of April 2012 will be introduced a **city tax equal to Euro 3,70 per person**, per night and up to a maximum of 4 consecutive nights, for all those who are staying in a hotel/accommodation in town.*

*The city tax will be updated automatically in case of amendments by the town council.
The hotel is responsible for collecting on behalf of and of devolving the amount to the town council
Please advise if the above tax can be added to your invoice or needs to be paid directly by the clients upon check-in.
In case of no reply from your part, the city tax payment will be due upon check-in*

Payment terms: direct at the hotel upon departure

Cancellation policy: no penalty for cancellations received within 4pm of day before, after this term the first night amount will be charged for any room cancelled

We kindly ask you to send the following credit card details in order to guarantee the reservation.

VISA AMERICAN EXPRESS DINERS OTHER

Number _____

Expiring date _____ Signature _____

- For any no-show we will charge the first night accommodation on credit card given as guarantee
- All reservations must be guaranteed by the credit card given.
 - If you do not own a credit card, you will be able to guarantee your room by paying through bank transfer for the first night of stay. The transfer should be processed **03 days before arrival**
 - The reservations must be sent to our NH Central Reservation Office to fax nr 848390396 or e-mail address prenotazioni@nh-hotels.com until April 8th 2015 specifying the Hotel; for any further information please contact the number 848390398
 - After this date any new reservation request will be confirmed according to the hotel availability
 - In case of late cancellation or no-show the hotel will charge the penalty of the first night accommodation for each room on the credit card given.
 - Please give us an email address where we can contact you _____

SPACE RESERVED FOR THE HOTEL

CONFIRMATION N° _____ ON _____
