

ACCOMMODATION BOOKING FORM –

SETAC 2015

3rd – 7th of May 2015

Mr/Mrs/Ms: _____
 First name: _____
 Surname: _____
 SPG Number: _____
 Address _____
 Country: _____
 Telephone: _____
 Fax: _____
 E-mail: _____

ROOM TYPE	OCCUPANCY	RATE PER NIGHT	MARK WITH A X
Classic room	Single occupancy	€ 102	
Classic room	Double occupancy	€116	

Price includes: 10% VAT, Breakfast, Internet, daily bottled water, Gym access

Not included: Tourism tax of 0,72€ per person per day

Rates are valid 1 nights and 1 night prior congress (subject to availability)

ROOM RESERVATION:

Reservations are subject to hotel availability at any time. In order to request a reservation, please return this booking form fully filled out by EMAIL to genoveva.delrio@fourpointsbarcelona.com

ARRIVAL DATE: _____ Time: _____ (check in time from 3pm)

DEPARTURE DATE: _____ Time: _____ (check out before 12 pm)

Bookings apart from the main nights (prior and post to the event dates), are subject to hotel availability.

PAYMENT DETAILS:

Please find the applicable payment instructions outlined below in this document.

We need a valid credit card in order to guarantee the reservation and process the payment as outlined below:

Name of cardholder: _____
Card type: _____
Card number _____
Expiry Date: _____

Signature: _____

For terms & conditions please review page 2 of this document

TERMS & CONDITIONS:

Cancellation policy:

Cancellations until April 3 rd , 2015	Free of charge
Cancellations between April 4 th and April 15 th	A fee equal to 50% of the anticipated stay will be charged on the given credit card.
Cancellations between April 16 th and 27 th	A fee equal to 75% of the anticipated stay will be charged on the given credit card.
Cancellations as of April 28 th	A fee equal to the entire anticipated stay will be charged on the given credit card.

In case of no-Shows or cancellations out of out of the agreed cancellation policy, the full anticipated stay will be charged.

For cancellations at any time, please contact genoveva.delrio@fourpointsbarcelona.com

PAYMENT CONDITIONS:

For reservations done until April 3rd, 2015 , the hotel will charge a deposit of the first night's stay on each respective credit card as deposit payment and guarantee of the booking.

For reservations made after April 4th, 2015, the hotel will charge a deposit of the first night's stay on the day of the reservation.

Payment of the pending amount will be done on check-in.



More info "how to get there": www.fourpointsbarcelonadiagonal.es

Genoveva del Río
Sales Executive
Genoveva.delrio@fourpointsbarcelona.com
Four Points by Sheraton Barcelona Diagonal
T: +34 93 486 88 00