



## MINERVA HOTEL - BUCHAREST - ROMANIA EUPRERA CONGRESS 2009 & PHD SEMINAR

### HOTEL BOOKING FORM

Please return this form to Reservations Department, Minerva Hotel Bucharest at latest by September 7<sup>th</sup>, 2009. After that date, reservations will be confirmed upon availability.

Fax No.: + 40 21 318.12.93 or +40 21 312.39.63; Tel. no: +40 21 311.15.55

E-mail to: reservation@minerva.ro

**Delegate details:**

**Name**..... **Surname**.....

**City/Country:** .....

**Company name:**.....

**E-mail address:** .....

**Tel. number:** .....

**Fax number:** .....

**Accompanying person(s)**

**Name :** ..... **Surname:** .....

### MINERVA HOTEL ROOM REQUIREMENTS

Desired room type (please thick)	Room type	Rate (Euro)	Check-in date	Check-out date	Transfer requirement
	<b>Single room</b>	<b>77</b>			
	<b>Double room</b>	<b>94</b>			

If you would like to extend your hotel booking, please specify which additional nights you require. The hotel will honor the request prior and following the official conference date 23 - 29 of September 2009), subject to availability.

- Rates include breakfast (buffet), VAT and local tax.

*sincerely yours*



<b>Special requests:</b> (upon availability)	smoking room	<input type="checkbox"/>	non-smoking room	<input type="checkbox"/>
	twin beds	<input type="checkbox"/>	queen size bed	<input type="checkbox"/>

### **PAYMENT METHODS**

*Each guest, upon departure, will settle payment individually for their accommodation and any extras. Payment can be made with Cash (Euro, USD, RON, English Pounds), Credit Card VISA (Euro, USD, RON), MasterCard (Euro, USD, RON), Diners (USD). The hotel invoice will be issued in RON with a conversion into Euro or USD made at the official exchange rate. Please note that non-guaranteed bookings are not accepted.*

### **We guarantee this booking by:**

Card Name: VISA/ MC/DN: Number..... Exp. date .....  
Cardholder name: ..... Signature: .....

By this we agree that, in case of no-show or if the booking cancellation is requested after the 15<sup>th</sup> of September 2009, first night room charge at the contracted rate is to be paid by the cardholder or the company (depending on the guarantee method). Please note that in case of no-show, the remaining nights of the original booking will be automatically cancelled.

### **CHANGE / CANCELLATION OF YOUR RESERVATION**

You will receive by e-mail the confirmation from the hotel in 24 hours (working days) after you sent in this form. Please note that it is the Delegate's responsibility to inform the hotel directly of any changes /cancellation.

### **TRANSFER REQUIREMENTS - Price 25 Euro / transfer:**

Arrival date ..... Arrival time..... Flight no .....  
Departure date ..... Departure time .....

*sincerely yours*