



Reservation Form for participants of AIJA Half-Year Conference in Warsaw 2018

Rates quoted are applicable for this event only. To secure and confirm reservation please send your request directly to hotel by 23 March 2018. An acknowledgment will be sent to you upon conformation of your room reservation. Please send your Reservation form to: bookus.warsaw@raffles.com

Guests full name _____

Address _____

City _____ Country _____

Telephone _____ E-mail _____

Deluxe Room (please mark your choice)
single – 1050 PLN + 8% vat including breakfast
double– 1150 PLN + 8% vat including breakfast

Arrival date and time: _____

Departure date and time: _____

Number of nights: _____

- Please note that check-in time is 15:00 and check-out is at 12:00 noon.
- If you are arriving early hours in the morning, we suggest that you reserve your room for the night before to ensure that your room will be available upon check-in.

Please note that only the cardholder can authorize his/her own credit card to be charged. Unfortunately we are unable to accept forms filled out on behalf of the cardholder. The above-mentioned guidelines are in place to protect the cardholder. This authorization does not relate to any future transaction.

I (name), _____ authorize my credit card to be debited for the charges incurred by (guest(s) name): _____

I accept the charges for:
(please describe what are the charges for)

My credit card details are as follows:

CREDIT CARD TYPE:

VISA	EURO/MASTERCARD	AMEX
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CREDIT CARD NUMBER _____

EXPIRY DATE (and start date with DC) _____

FULL NAME ON THE CREDIT CARD _____

CARDHOLDERS SIGNATURE (*) _____

(*) I CONFIRM THAT I AM THE ABOVE CREDIT CARD HOLDER AND AGREE THAT THIS CARD MAY BE USED TO SETTLE ALL CHARGES AS SPECIFIED ABOVE

Full Address: _____

Telephone Number: _____

The credit card will be Pre-authorized for the total cost of the room and extra charges specified as above. Pre-authorization of a credit card does not mean that any funds have been debited from your account; it ascertains that there are sufficient funds to be able to settle the account on departure. This authorization will not be honored without the cardholder's signature and a copy of both sides of the card.

Hotel Information:

A special room rates are offered to all attendees who make their reservations before March 23, 2018. Reservations received after this date will be on rate and availability only basis. Cancellation of rooms until 23 of March will be free of charge. After this date in case of any cancellation or shortage of stay, you will be charged with total costs.