

Hotel Reservation Form Participants of First Regional Meeting of IASGO
POSTGRADUATE COURSE IN HBP SURGERY AND RESEARCH

Hotel Crowne Plaza Belgrade is looking forward to welcome You. Please kindly use this form to make Your booking in Hotel Crowne Plaza Belgrade for the mentioned event held in period 23-25. September 2019. Kindly note that a limited number of rooms have been preliminary blocked in above mentioned period at bellow provided special rates.

All reservations will be accepted for reservation forms sent by 15th September
After the mentioned date 15th September (cut off), all reservation requests received will be subjected to Hotel availability and rates.

To book a room kindly return this form completed to our reservation department.

Fax: +381 11 2204 115 / Email: begcp.reservations@ihg.com

Last Name: _____ First Name: _____
Company: _____
Telephone number: _____, Fax number: _____
Email address: _____
Check-In (Date): _____ Check-Out (Date): _____
Arrival/Departure Time: _____

(Please note that official Hotel check-in time is 15:00h and check-out time is 12:00h). For guaranteed earlier arrival or late departure outside of the official Hotel times mentioned, charge is applicable and kindly advise the Hotel reservation department.

<u>Room Type and Room Rates (please tick):</u>	Single occupancy Rate	Double occupancy Rate
Superior Room:	<input type="checkbox"/> EUR 90	<input type="checkbox"/> EUR 100
Club Room:	<input type="checkbox"/> EUR 130	<input type="checkbox"/> EUR 130
Junior suite:	<input type="checkbox"/> EUR 170	<input type="checkbox"/> EUR 170

Above mentioned rates are per room/suite per night, including buffet breakfast, internet access, VAT (10% on accommodation, 20% on other services) and use of Hotel fitness centre (swimming pool, sauna, gym and steam room).

Rates do not include tourist tax (EUR 1, 4/RSD 159) per person, per night.

Proposed rates are confidential and applicable for the stay during the mentioned dates only.

*All mentioned rates are expressed in EUR currency but calculated and charged in local currency RSD at middle exchange rate of National bank of Serbia on the day of payment.

We are pleased to note down the following special requests in your reservation. However please note that room allocation will be done upon availability and that the following requests cannot be guaranteed (please tick):

King Bed Twin beds (two separate)

Airport transfers can be arranged through Hotel with bellow mention option available for the upcoming stay:

- Hotel car (EUR 25 per way per car – maximum 3 guests per car)

In order for the transfer to be arranged kindly advise flight details as mentioned bellow. For departure we highly recommend the departure time to be 2 hours prior the flight time.

Flight number		Flight time		Flight date	
Arrival	Departure	Arrival	Departure	Arrival	Departure
_____	_____	_____	_____	_____	_____

By Completing above mentioned flight details You confirm the transfer service is required and by receiving confirmation number from the Hotel mentioned service has been arranged and will be provided.

In case of non-arrival (no show) or cancellation thereafter (late cancellation), cancellation fees of 100% of confirmed and guaranteed stay will be charged at confirmed and guaranteed rate. The general terms and conditions of the hotel apply. Reservation can be cancelled or modified without penalty latest until the 19th September

Please fill in your credit card details to confirm and guarantee your booking (In case of no show or late cancellation this credit card will be charged as per cancellation policy and fees mentioned above):

Credit Card Type (please tick):

- American Express
 VISA
 MasterCard

Card Holder: _____ valid until: _____

Card Number: _____

Signature: _____

I, _____ (card holder's name) authorize "Crowne Plaza Belgrade" Hotel to apply the marked charge(s) mentioned below for the following costs to my credit card:

I hereby authorize the following charges to be applied (please tick or place comment in Other):

- | | |
|---|--|
| <input type="checkbox"/> Room & Tax Only | <input type="checkbox"/> All Banquet Charges |
| <input type="checkbox"/> Room, Breakfast & Tax | <input type="checkbox"/> Guest Amenity |
| <input type="checkbox"/> All charges | <input type="checkbox"/> Parking |
| <input type="checkbox"/> Guest incidentals only | <input type="checkbox"/> Only Specific Incidentals |

Other: _____

Total amount to be pre-authorized in EUR: _____