

PALME 2009 - HOTEL RESERVATION FORM

First Name : _____
 Last Name : _____
 Title : (Ms, Mr, Mrs) _____
 Contact Address : _____
 City : _____ Country : _____
 Postal code / Zip code : _____ Email : _____
 Telephone : _____ Passport Number : _____
 Mobile : _____ Date of Birth : _____
 Fax : _____
 Name of Conference Organiser : _____
 Name and Date of Conference : _____

Room reservation:

Room type			
Executive Suite	Deluxe room		
AED 1000.00	AED 750.00		

Rates offered by hotel : _____
 Number of rooms required: _____
 Single or double occupancy : _____
 Arrival date: _____ Arrival Flight details: _____
 Departure date : _____ Departure Flight details: _____
 Note: Rates are inclusive of 10% municipality fee and 10% service charges.
 Executive room rates are inclusive of buffet breakfast.

Additional request : Smoking Non-smoking
 Special request : _____

Payment term:

Credit card number : _____
 Expiry date : _____
 Cardholder name : _____
 Type of credit card : Visa Mastercard AMEX
 Diners Others _____

Terms and Conditions:

1. The official check-in time is from 14:00 hours. All requests for early check-in are subject to availability.
2. The official check-out time is 12:00 hours. All requests for late check-out are subject to availability
3. All bookings require credit card guarantee.
4. Reservations will not be accepted if credit card details are incomplete.
5. Reservations will be confirmed subject to availability
6. In the event of cancellation or no-show, the hotel has the right to charge the total room nights booked against the credit card.

Declaration:

I, _____, the undersigned hereby authorize The Monarch Dubai to hold the amount incurred of the total number of room nights as a guarantee for this reservation request. The hotel has the right to charge the total cost of the total room night reserved should the booking be cancelled or in the event of no-shows on the day of arrival.

Client signature : _____
 Client name : _____
 Date: _____

Kindly return this form to **IIR HOSPITALITY** by email to hospitality@iirme.com
 or fax to +971 4 4072517 | Tel: +971 4 4072693