

## HOTEL RESERVATION FORM

International Broadcasting Assembly  
17th – 20th May 2017, Sofia, Bulgaria

Surname:		Arrival date:
First Name:		Departure date:
Postal Code:	City:	Country:
Phone:	Mobile:	E-mail:
Organization	Position	

Type of room required:	Price per room per night:	Number of rooms required:	Number of nights:
Double room (2 persons)	EUR 115		
Single room (1 person)	EUR 105		

### ARRIVAL / DEPARTURE

Date of arrival:	Flight Number:	Time:	Airport:
Date of departure:	Flight Number:	Time:	Airport:
Remarks:			

### CONFIRMATION:

- Deadline for Hotel Reservation is **10<sup>th</sup> April 2017**; after this date reservations will be accepted in a rooms-available basis only, but at the same rates (mentioned above)
- The preferential rate, valid for the particular guest, of 105 Euro is per single room per night and includes buffet breakfast, 9% VAT, city tax and insurance, free use of indoor-garage (upon availability), Wi-Fi Internet connection and gym.
- Unless otherwise advised, we assume that the guest will pay for the accommodation and all extra services used personally at reception desk upon departure.

### TRANSFERS FROM / TO THE AIRPORT:

Rate: EUR 20 /one way/	YES	NO
EUR 35 /round trip/		

### PLEASE PROVIDE CREDIT CARD DETAILS TO GUARANTEE RESERVATION:

Credit card name:	Number:
Expiry date:	Signature

### CANCELLATION POLICY:

- In case of cancellation or any changes of the reservation, please, send a written note not later than one day before arrival. No-show penalty will be charged for the first night only.

### SIGHT SEEING TOUR 19.05.2017 afternoon:

I will participate	YES	NO
--------------------	-----	----