

HOTEL RESERVATION FORM

The RAKMO Institute

9th Nov – 13th Nov 2011

Hotel Mons, Pot za Brdom 4, SI – 1000 Ljubljana

GUEST INFORMATION

Last name:	First name:
Company:	
Address:	
Email:	
Phone:	Fax:

ACCOMMODATION DETAILS

Arrival date:	Departure date:
ROOM TYPE: (please indicate your choice with x)	
Standard single room	price per room per night: 81 €*
Standard double room	price per room per night: 101 €*
Superior single room	price per room per night: 103 €*
Superior double / twin room	price per room per night: 123 €*
Suite	price per room per night: 225 €*

*Rates include accommodation with buffet breakfast and VAT. Tourist tax is not included and is extra **1,01 €/ person/ night.**

PAYMENT TO HOTEL

The bill will be paid directly to hotel on departure

Credit card details are needed to guarantee the reservation. For no show or late cancellation hotel will charge 1 overnight. One night charge will not be drawn from your credit card if the reservation has been cancelled in writing according to the cancellation conditions.

Credit card type: _____ Credit card number: _____
Expiry date: _____ Name of cardholder: _____

TRAVEL INFORMATION - transfer

I would like to order a transfer	To Hotel Mons from JP Airport at extra charge 38 €/one way.	Yes	No
Flight time and number:			
Transfer charges will be: (please indicate your choice with x)			
Paid directly to the driver <input type="checkbox"/>		Put on the room invoice <input type="checkbox"/>	

CANCELLATION CONDITIONS

NOTE: Only written cancellation and changes addressed to hotel Mons will be processed.		
Ø	Up to 5 days prior to arrival	no cancellation fee
Ø	From 4 to 1 day prior arrival, until 18.00	50% of the confirmed room price
Ø	Later cancellations and no show	100% of the confirmed room price

DEADLINE : 11.08.2011 - afterwards subject to availability

Date:	Signature:
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HOTEL MONS
HOTEL IN KONGRESNI CENTER LJUBLJANA

Reservation form is to be send to info@hotel.mons.si or to fax number: +386 1 47 02 708
If you have any questions, please contact: Ms. Raza Rosic, phone number: +386 1 47 02 704 or +386 1 47 02 700.