



**UPTOWN PALACE**  
SANTA SOFIA 10

**Complex conference – November 30<sup>th</sup> to December 2<sup>nd</sup> 2016**

**HOTEL RESERVATION FORM**

Bookings will be accepted only if accompanied by the credit card data and full details of the guests  
The hotel reserves the right to confirm or reject the reservation request based on availability.  
Please send this form filled in to the following address [reservations.uptown@extrohotels.com](mailto:reservations.uptown@extrohotels.com)

**Arrival date:** \_\_\_\_\_ **Departure date:** \_\_\_\_\_

**Last name and first name:** \_\_\_\_\_

Accompanying guest: \_\_\_\_\_

Tel. number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email: \_\_\_\_\_

**Room type:**                      **Double single use**                                       **Double / twin room**   
   Smoking room     Non smoking room

**Rate**  
**€ 163,00 per double room single use per night**  
**€ 183,00 per double room per night**

**\*Rates are valid for the dates of the event in object ; any other request is subject to hotel availability.  
The rates given are per room, per night including Buffet breakfast, 10% VAT and service.  
City tax € 5,00 per person per night not included**

**Payment method:** direct upon departure

**Cancellation policy:**  
In case of cancellation received within 10 days prior the arrival we will charge 20% of the total room nights cancelled per each room  
In case of cancellation received within 5 days prior the arrival we will charge 50% of the total room nights cancelled per each room  
In case of cancellation received within 3 days prior the arrival date we will charge 80% of the total room nights cancelled per each room  
After the above deadline we will charge 100% of the total room nights cancelled per each room  
In the event of a non-arrival, or late cancellation the penalty will be charged on the credit card given as guarantee.  
The rooms nights charged in penalty will be automatically released if unused

**Credit card as guarantee**  
Type: \_\_\_\_\_  
Holder: \_\_\_\_\_  
Number: \_\_\_\_\_  
Exp date: \_\_\_\_/\_\_\_\_

**At the cancellation deadline, the hotel should pre-authorize the credit card given as guarantee for the amount of the booking**