 **ACCOMMODATION BOOKING FORM**

**Bridging Gaps Conference**

**4th to 5th of July 2016**

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| --- | --- |
| Mr/Mrs/Ms:  First name:  Surname:  SPG Number:  Address  Country:  Telephone:  Fax:  E-mail: |  |
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| **ROOM TYPE** | **OCCUPANCY** | **RATE PER NIGHT** | **MARK WITH A X** |
| **Classic room** | **Single occupancy** | **€ 129** |  |
| **Classic room** | **Double occupancy** | **€ 144** |  |

Price includes: 10% VAT, Breakfast, Internet, daily bottled water, Gym access **Not** included: Tourism tax of 0,72€ per person per day

**ROOM RESERVATION:**

Reservations are subject to hotel availability at any time. In order to request a reservation, please return this booking form fully filled out by EMAIL to [sales@fourpointsbarcelona.com](mailto:sales@fourpointsbarcelona.com)

ARRIVAL DATE: Time: (check in time from 3pm)

DEPARTURE DATE: Time: (check out before 12 pm)

Bookings apart from the main nights (prior and post to the event dates), are subject to hotel availability.

**PAYMENT DETAILS:**

Please find the applicable payment instructions outlined below in this document.

We need a valid credit card in order to guarantee the reservation and process the payment as outlined below:

|  |  |  |
| --- | --- | --- |
| **Name of cardholder:**  **Card type:**  **Card number**  **Expiry Date:** |  |  |
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|  |  |
| --- | --- |
| **Signature:** |  |

**For terms & conditions please review page 2 of this document**

**TERMS & CONDITIONS:**

**Cancellation policy:**

Cancellations until May 4th, 2016 Free of charge

Cancellations between May 5th and June 4th A fee equal to 50% of the anticipated stay will be charged on the given credit card.

Cancellations as of June 5th A fee equal to the entire anticipated stay will be charged on the given credit card.

In case of no-Shows or cancellations out of out of the agreed cancellation policy, the full anticipated stay will be charged.

For cancellations at any time, please contact [sales@fourpointsbarcelona.com](mailto:sales@fourpointsbarcelona.com)

**PAYMENT CONDITIONS:**

For reservations done until May 4th 2016 , the hotel will charge a deposit of the first night’s stay on each respective credit card as deposit payment and guarantee of the booking on May 4th 2016.

For reservations made after May 5th , 2016 (subject to availability), the hotel will charge a deposit of the first night’s stay on the day of the reservation.

Payment of the pending amount will be done on check-in.

 

***More info “how to get there”:*** [***www.fourpointsbarcelonadiagonal.es***](http://www.fourpointsbarcelonadiagonal.es)