



RESERVATION REQUEST FORM

IBICUS GROUP DELEGATES 27-29 SEPTEMBER 2018 Block Code ID# 302204

First Name:		Surname:	
Company:		Country:	
Tel No.:		Fax No.:	
Email:		Mobile:	

HOTEL ACCOMMODATION:

Check-in Date:		Check-out Date:	
No of Nights:		No. of Pax:	

ROOM RATES:

Superior Room	AED. 400/- net with breakfast	Superior Double Room	AED. 450/- net with breakfast
<input type="checkbox"/> Smoking		<input type="checkbox"/> Non- Smoking	

Room Rates are in UAE Dirhams and inclusive of 10% Municipality Fee and 10% Service Charge and 05%VAT per room per night. Room Rates are inclusive of Buffet Breakfast.

The Tourism Dirham fee of AED 15 per room per day are payable at the Hotel upon departure and will appear on your invoice.

FLIGHT DETAILS:

Arrival Date:		Departure Date:	
Flight No.:		Flight No.:	
Arrival Time:		Departure Time:	

AIRPORT TRANSFERS IF REQUIRED:

<input type="checkbox"/> Pick-up only @AED 160 net per car	<input type="checkbox"/> Drop-off only @AED 160 net per car	<input type="checkbox"/> Round-trip @ AED 320 net
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CREDIT CARD GUARANTEE :

<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express
Card No:	Expiry Date:	
Name of Card Holder:	Signature of Cardholder:	

Reservations will be guaranteed only once complete credit card details are provided. A clear copy of the front and back of the credit card are to be sent along with the credit card holder passport copy.

Payment can be also done through bank transfer please send us the bank slip once the transfer is done, also note bank transfer fee should also be paid while doing the bank transfer.

BANK ACCOUNT DETAILS	
Account Name	API HOTELS AND RESORTS LLC- NOVOTEL AL BARSHA
Account No.	1011-019003-506
Bank	EMIRATES NBD
Branch	DEIRA DUBAI
Swift Code	EBILAEAD
IBAN	AE23 02600010 1101 9003 506

CANCELLATION & NO SHOW:

Any cancellation 30 -15 days prior to arrival 1 night will be charged.

15-00 days prior to arrival or In case of No-show and late cancellation, 100% will be charged for the full stay.

NOTE: The one night deposit is non-refundable.

Check - In and Check - Out Policy

The hotel standard check-in time is at 14:00 and check-out time is 12:00 noon. Early check-in and late check-out requests are subject to availability and charges will apply.

VISA IF REQUIRED:

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> AED 500 / Minimum of 10 working days required except Friday and Saturday	

DEADLINE: To make a reservation kindly return this form on before **26 August 2018** . Bookings received after this date will be subject to availability.

PLEASE COMPLETE AND FAX OR EMAIL TO:

Groups Team

Dedicated Group Reservation:

Ms. Eliza Karimova

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Email: h6535-sl11@accor.com

Ms. Shabnam KHAN

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