BOOKING FORM B&B HOTEL WROCŁAW CENTRUM

IASE

**2015 14th Biennial Conference**

Please complete following items

**Name/First Name:**…………………………………………………………………….

**Phone: .................................................................................**

**e-mail: ...................................................................................................................**

**Arrival:………………………………………………………**

**Departure:……………………………………………………………………**

**Number of rooms:……………………………………………………………………………..**

**Type of rooms:** single/double( one big bed)/twin ( two separate beds) \*

 ( \*select one)

**Breakfast:** yes/no\*( select one)

Breakfast buffet is served daily from 6.00 am till 10.00 am during week and from 6.30 am till 11.00 am during weekends. Breakfast cost extra 24 zł per person.

**Parking:** yes/no\*( select one)

The hotel has a limited number of parking spaces. We don’t reserve parking spaces.

Unguarded, monitored by cameras.

Parking fee: 25 zł / day

**Payment:**

1. cash/credit card during check in

 2. bank transfer based on proforma invoice (please provide data for the proform):

Company Name:

Address:

Tax ID:

**Guarantee Policy:**

1. Guaranteed reservation till 18.00

2. Guaranteed reservation after 18.00 \*

(\* Please select one)

**To guarantee your reservation after 18.00 please specify:**

Card holder:

 Card number and expiration date:

**Terms and conditions:**

Reservations are guaranteed until 18:00 on the day of arrival.

Payment is on arrival by cash or credit card, we don’t credited stay.

Reservations will be guaranteed after 18:00 after receiving a guarantee by credit card or bank transfer. Please note that the transfer to our bank account should be made at least few days prior to arrival.

**Cancellation Policy:**

Cancellation must be made by 18:00 on the day of arrival.

Guaranteed reservations till 18.00, after this time will be canceled.

Guaranteed reservations after 18 can’t be canceled after this time.

In the case of no cancellation or no show will be charged a No-Show

Subsequent nights reserved will be canceled automatically

**Check-in: from 14:00.**

**Check-out: until 12:00.**

**Comments / Special Requests:**

The reception is at your disposal 24 hours a day.

We look forward to your arrival.

 In case of questions please contact us:

B & B Hotel Wroclaw Centrum

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