

MENOG 12
05 - 14 March 2013
Official Room Reservation Form

1. Please complete this form by using a black pen. For multiple bookings, please copy this form.

Title: _____	Family Name: _____	Given Name: _____
<small>(Mr. Mrs. Ms)</small>		
Job Title: _____	State: _____	
Company: _____	Post / Zip Code: _____	
Address: _____	Country: _____	
_____	Telephone: _____	
City: _____	E-mail: _____	Fax: _____

2. Please reserve the following:

Please tick boxes for your preferred options

Rooms & Rates	Single Superior	<input type="checkbox"/>	AED 750	Tel: +971 (4) 308 0000 Fax: +971 (4) 308 0011 <i>Rates are Subject to 10% Service Charge & 10% Tax and inclusive of breakfast & internet</i>
	Double Superior	<input type="checkbox"/>	AED 800	
		<input type="checkbox"/>		
		<input type="checkbox"/>		

3. Flights Information

Arrival Date: _____	Flight No: _____	Arrival Time: _____
Departure Date: _____	Flight No: _____	Departure Time: _____

4. No reservations will be processed unless guaranteed by Credit Card Details

I guarantee my room reservation with a Visa / MasterCard or American Express (please encircle) .	
Card Company: _____	Card No: _____
Expiry Date: _____	Name of Card Holder: _____
Date: _____	Signature of Card Holder: _____

5. Are Visas Required? Yes No

No visas will be processed unless guaranteed by Credit Card Details

Should visas be required, clear passport copies must be forwarded and the attached visa application form faxed back together with the room reservation form.

6. Airport Pick-up Required? Yes No

7. Non-Smoking Room? Yes No *Subject to availability*

8. Terms

Check-in/Check-out time is at 12:00hrs. For late check-out until 18:00hrs 50% of the above rate shall apply. For late check-outs after 18:00hrs, a one night full room rate shall apply. Early check-in between 09:00hrs - 14:00hrs shall be provided at no additional charge, however subject to availability.

In the event of No-Show or cancellation less than 72 hours prior to arrival, the total number of room nights booked will be charged to the above credit card detail

Booking Deadline:	RESERVATION REQUESTS MUST BE RECEIVED NOT LATER THAN 05 FEBRUARY 2013 , AFTER WHICH RESERVATIONS WILL BE SUBJECT TO AVAILABILITY.
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**Please fax this form directly to Radisson Royal Hotel Dubai:
 Fax: +971 (4) 3080011 or E-mail : Abdelrahman.Abbadi@RadissonBLU.com**