



## WOW Awards and Convention Asia 2017 Room reservation form

Dear Sir/Madam,

This form has been created in order to book the room with the specified information. Please provide all the information requested below to ensure prompt processing of your reservation.

### Guest Information

Guest name: \_\_\_\_\_

Company: \_\_\_\_\_

Phone number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Arrival date: \_\_\_\_\_

Departure date: \_\_\_\_\_

### Stay Information

Hotel Name: \_\_\_\_\_

Number of nights: \_\_\_\_\_

Number of Adults: \_\_\_\_\_

Number of Rooms: \_\_\_\_\_

Number of Children: \_\_\_\_\_

### Flight details

Flight number: \_\_\_\_\_

Arrival date/time: \_\_\_\_\_

Departure date/time: \_\_\_\_\_

### Room rates available from 6<sup>th</sup> till 8<sup>th</sup> July, 2017:

Hotel	Room Category	Rates Applicable per room per night /plus taxes	
		Single	Double
Pullman New Delhi Aerocity	Standard room	INR 7000	INR 7000
<b>OR</b>			
Novotel New Delhi Aerocity	Standard room	INR 5500	INR 5500

## Room rates are inclusive of the following:-

- Inclusive of the Buffet Breakfast at “Pluck” for Pullman and at “Food Exchange” for Novotel guests
- Complimentary Internet for the residents
- Two bottles of water on a per day basis
- Complimentary use of swimming pool, fitness centre
- A maximum of 2 adults can be accommodated in room for both Novotel & Pullman and 2 children below the age of 12 can be accommodated in Pullman only
- **Exclusive of all applicable taxes** .The Client has agreed to make payment of all taxes imposed by the government and any changes in the tax Structure due to the government policies will be applicable with immediate effect and the room rate would increase accordingly. The current applicable taxes are as follows:
  - Luxury Taxes – 15% of Printed Tariff or the offered rate whichever is higher
  - Service tax – 8.4 % of the rates offered
  - DVat – 12.5% of the meal component of the room
  - Swath Bharat tax – 0.3% of the special room rate
  - Krishi Kalyan Tax- 0.3% of the special room rate

## Airport Transfers

All transfers will be charged extra

## Period of Occupancy

The rooms reserved shall be made available for occupancy after 1400 hours on the day of arrival. Should delegates wish to occupy the room before 1200 hours, they may choose to do so by placing a reservation from a night prior to the arrival date is recommended.

Check-out time is 1200 hours. Daily group rate will be chargeable for late check-out beyond 1200 hours.

## No-show/ Shortening of Stay

Should there be any no-shows, shortening of stay or cancellation of confirmed bookings one hundred percent (100%) of the total room revenue / room nights reserved shall be chargeable to the signatory or individual traveler’s credit card that is used to guarantee the room reservation.

All cancellations must be notified in writing.

**Guarantee:** Credit card details required to hold the room on confirmed basis

**Billing :** Mode of payment can be cash/credit card

Kindly send your confirmation on below given e-mail address:

**Name:** Ashish Puri  
**E-mail:** h7559-RE@accor.com  
**Contact:** 011-46080880

Alternate contact details

**Name:** Neha Vohra  
**E-mail:** h7559-SL7@accor.com