



**HOTEL RESERVATION FACT SHEET**  
**Microbicide Trials Network Regional Meeting**  
**October 24, 2014 to October 26, 2014**

Group reservations for the 2014 MTN Regional Meeting have been contracted with The Westin Cape Town Hotel. Please see below important rate information and details for securing your reservations. **All meeting participants will be responsible for securing their own reservations.**

**Meeting Hotel:**

The Westin Cape Town Hotel  
Convention Square, Lower Long Street  
Cape Town, South Africa, 8001  
Tel: +27 (0) 21-412-9999  
FAX: +27 (0) 86-567-7721  
westin.com/grandcapetown

**Group Negotiates Rates**

**(Deluxe Single)**

R 2,399.00: Single classic non-smoking room & complimentary breakfast, served in Restaurant Thirty7

**(Deluxe Double):**

R 2, 619: Double deluxe non-smoking & complimentary breakfast, served in Restaurant Thirty7

The rates include 14% VAT and the government levy @ 1% of total accommodation value.  
Rates include complimentary internet access and shuttle to and from the Waterfront.

**How to make reservations:**

Please complete The Westin Cape Town hotel registration form which guests can use to make the relevant accommodation bookings. The Westin Cape Town Hotel requires guests to complete the form and return to Mandy Henriques in order to make the relevant booking within the MTN room block.

[Mandy.Henriques@westin.com](mailto:Mandy.Henriques@westin.com)

MANDY

HENRIQUES

*Assistant Event Sales Manager*

THE WESTIN CAPE TOWN, SOUTH AFRICA

Convention Square, Lower Long Street, Cape Town, South Africa

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The FINAL cut-off date for securing reservations at the Westin Cape Town Hotel is **September 22, 2014**. Room rate and availability cannot be guaranteed thereafter. Group accommodation rates are valid seven (7) days pre and post contracted dates based on hotel availability.

**PLEASE NOTE:** The Westin has specific guidelines and policies for requiring front and back copies of personal credit cards; this is not a request of the MTN.

**IMPORTANT NOTE:** The Westin Cape Town Hotel will require a deposit for incidentals at time of check-in for all guests. The Westin Cape Town Hotel will require a total of R 500.00 **per day** and must be paid via **credit card or cash. NO EXCEPTIONS CAN BE MADE.** The collected deposits will be returned to the delegates on departure if they had no extras to settle.

Check-in time is 15h00 on the day of arrival and check-out time is before 12h00 on the day of departure.

## **GROUND TRANSPORTATION**

**All meeting attendees are responsible for arranging their own arrival and departure ground transportation.**

If you have any questions, please do not hesitate to contact me.

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