

# hotel registration form

MTN 2015 (Microbicides Trial Network) - 603196  
02 – 08 October 2015

Please complete this form print and return to the hotel on our secure PCI compliant fax line +27 21 412 8041

## Group Negotiated Rates

- Deluxe Single (R2,900)       Deluxe Double (R3,200)  
 Executive Club Single (R3,300)       Executive Club Double (R3,600)

## Room Preference\*

- King       Twin

*\*Bed and room preferences are subject to availability and will be confirmed on making the reservation.*

date of arrival (dd/mm/ccyy)      Time:

date of departure (dd/mm/ccyy)      Time:

## Included:

The above rates are quoted per room, per night. The rates include 14 % vat. The rate includes the government levy @ 1% of total accommodation value. It also includes breakfast, complimentary access to the spa, WIFI and shuttle to and from the Waterfront.

## Airport Transfers:

Luxury Sedan: R525-00 one way with a surcharge of R100-00 per hour between 23h00 and 06h00

Luxury 7 seater: 1 - 3 Guests, R525-00 one way / 4 - 7 Guests, R795-00 one way.

***\*please contact the coordinator (details below) to book your transfer***

The rate is valid for seven days before and after the conference dates.

## Cancellation Policy:

*Cancellation or reduction in length of stay*

- 60-30 days prior to arrival any cancellations or reduction in stay will be charged one night's accommodation.
- Less than 30 days prior to arrival any cancellations or reduction in stay will be charged in full for the accommodation booked.

*No shows*

No shows will be charge full cancellation for the total nights booked

## Guest details:

title:      first name:      last name:  
address:      postal code:  
work tel:      mobile:      fax:  
email:      Nationality:      SPG Number:

## Credit card details:

card number:      expiry date:      /

**Once completed kindly fax this form to our secure PCI compliant fax line +27 21 412 8041.**

**Please be advised that that one night's accommodation will be taken from the credit card provided at the time of making the reservation.**

By your signature hereto, you are accepting all terms and conditions specified on this form and confirm that all information given is current and accurate.

signature \_\_\_\_\_

For any additional queries relating to your booking please contact **Mandy Alexander (Henriques)** the sales event specialist on **mandy.henriques@westin.com** or on +27214129999