# accommodation booking form

**THE WESTIN**
CAPE TOWN

## MTN 2016 (Microbicides Trial Network) (Ref: 750469)
## 23 – 29 September 2016

**Once completed kindly fax this form to our secure PCI compliant fax line +27 21 412 8041.**
For any additional queries relating to your booking please contact **Mandy Alexander** on
**mandy.alexander@westin.com** or on **+27 21 412 9999**

**Group Negotiated Rates:**

☐ Deluxe Single      (R 2,900)      ☐ Deluxe Double      (R 3,200)

☐ Executive Club Single    (R 3,300)      ☐ Executive Club Double    (R 3,600)

**Room Preference***

☐ King      ☐ Twin

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

**Arrival and Departure:**

Date of arrival (dd/mm/ccyy):      Time:
Date of departure (dd/mm/ccyy):      Time:

**Contact Details:**

| | |
|---|---|
| Company name | |
| First Name | |
| Last Name | |
| Address | |
| Postal Code | |

| | | | |
|---|---|---|---|
| Telephone | | Email | |
| Nationality | | SPG Number | |

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

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, R650-00 one way / 4 - 7 Guests, R800-00 one way.
***please contact the coordinator (details above) to book your transfer***

credit card details:

card number: _____      expiry date:    /  

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

**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

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 _____