Hotel Reservation - booking form

Hôtel Concorde Berlin
KURFÜRSTENDAMM

Hôtel Concorde Berlin
Augsburger Straße 41 · 10789 Berlin · Germany
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info-berlin@concorde-hotels.com
www.concorde-hotels.com

Reservierung:
T: +49 (0)30 800 999 25 · F: +49 (0)30 800 999 36
reservierung@concorde-hotels.com

If you would like to make your hotel bookings during 10th to 11th December 2009 at Hôtel Concorde Berlin, Augsburgerstrasse 41, 10789 Berlin, Germany please send this form by fax or e-mail to the hotel for your direct booking.

To: **Hôtel Concorde Berlin, attn: Reservations Department**
Code word: „ VRL/Asset Finance"
Fax No. +49 (0) 30 800 999 36
E-Mail: reservierung@concorde-hotels.com

From: _____
(Company Name)

_____
(Address)

_____
(Telephone & Fax number)

Booking Details:

Name of Guest	SGL/DBL occupancy	Arrival Date - Departure Date	Reservation Number Via Hotel

(For further bookings please copy this form)

Credit Card Details:

Name of Credit Card Holder (same name as printed on credit card)	Type of Credit Card (Amex/Master/Visa)	Credit Card No.	Expire Date:

Signature :_____**Date :** _____

Reconfirmation by Hotel: _____
(stamp of hotel, signature of staff in charge and date)

Booking conditions:

1. Room rates: Single Occupancy EUR 140.00 per night
   Double Occupancy EUR 160.00 per night
   Breakfast is included.

   In case of cancellation after 26th November 2009, the hotel will charge 100 % of the total room nights which is to be paid by the guest. Amendments to arrival or departure dates whereby the reserved period is reduced will be charged with a 100% cancellation fee

2. Any reservations requested past the 12th November 2009 will be subject to availability only.

3. In order to guarantee the booking, the hotel requires from each guest a valid credit card number with expiry date, this information should be sent to the hotel together with the room booking. On the booking day the hotel will debit the credit card with a 100% deposit payment of the total room nights.