



Hotel Reservation Form
“European Narratology Network 4”
13th – 19th of April 2015”

**Please send your Hotel Registration Form before the 20th of February to
the direct fax number of the Reservations Department +32 9 223 78 21.
Or direct mail: c.meulemeester@nh-hotels.com
Reservations received after 20th of February are subject to availability.**

➤ PERSONAL DETAILS (please use block capitals):

Title : Miss. / Mrs. / Mr. _____
Company Name -----: _____
Name : _____
Address : _____
Postal Code : _____ City: _____
Country : _____
Tel : _____
Fax : _____
Email : _____

➤ ACCOMMODATION DETAILS:

Arrival Date : _____ Arrival time : _____
Departure Date : _____ Departure Time : _____

Occupancy:

- Standard Room: € 120.00 per single room per night, breakfast buffet included
 € 135.00 per double room per night, breakfast buffet included

City tax supplement: € 3.00 per person per night.

➤ GUARANTEE

In order to guarantee the booking, valid credit card details need to be provided. The credit card will only be debited in case of no-show or failure to cancel the reservation in accordance with the cancellation policy as stipulated below

Credit Card Type : _____
Credit Card Number : _____
Expiration Date : _____
Signature Card Holder : _____

➤ CANCELLATION POLICY

The amount of compensation owed by the customer to the hotel as the result of cancellation is a percentage of the total amount of the cancelled service as specified in the pro forma invoice and is applied as follows:

- Cancellation not later than the 30th day before arrival: 0%
- Cancellation from the 29th to the 15th day before arrival: 50%
- Cancellation from the 14th to the 8th day before arrival: 75%
- Cancellation less than 8 days before arrival: 100%

In the event of a no-show, the customer is liable to pay 100% of the total amount of the pro forma invoice.

DATE: _____ **SIGNATURE:** _____