

## Booking Formulary

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Information and Bookings  
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### 1. Booking Details

<b>Booking Code /Event</b>	<b>12338160</b>
<b>Hotel</b>	H10 Puerta de Alcalá
<b>Company</b>	Conexio-PSE GmbH
<b>Arrival Time</b>	
<b>Check-in day</b>	04.11.2024
<b>Check-out day</b>	06.11.2024
<b>Number of Nights</b>	2

Type of room	Room No.	Type of accommodation	Adults	Price €
DOUBLE SINGLE USE		BED&BREAKFAST	1	185 €
DOUBLE		BED&BREAKFAST	2	200 €

(\*\*)The rate is not included in preferred rates that the company may have with the hotel. Availability on Request.  
Rates include 10% VAT

### 2. Personal details

<b>Name</b>	
<b>Contact tel. no.</b>	
<b>E-mail</b>	
<b>Booking Guarantee</b>	The booking will be confirmed after the guest have filled in this form and the guarantee link that will be send to them confirming the room booking. In this link the guest will fill in their credit card details to confirm the booking

### 3. Booking conditions

<b>Reservation Cut-off date</b>	04.08.2024
<b>Cancellation</b>	Cancellations made before 14 days prior to arrival have no penalty. Cancellations made before 13 and 7 days prior to arrival first night penalty Rest of cancellations 100% penalty
<b>No show</b>	In the case of no-shows the hotel is authorised to charge the full amount corresponding to guest rooms and breakfast for all days reserved. Cancellation and no shows penalties will be charged to the guest.

Signature & Name \_\_\_\_\_

Date