



Hyatt Regency Dubai
Accommodation
Registration Form

Please return to:

BLOCK CODE : QS45

Hyatt Regency Dubai
PO Box 5588, Dubai, United Arab Emirates
Tel: +971 4 2096661
Fax: +971 4 2096662
E-mail: reservations.hyattregencydubai@hyatt.com

IALFS - 31st March TO 04th April 2014

BOOKING DETAILS:

Last Name (Mr/Mrs/Miss): _____ First Name: _____
Arrival Date: _____ Flight: _____ Time: _____
Departure Date: _____ Flight: _____ Time: _____
Email Address: _____

GUEST DETAILS:

Title: _____ Company: _____
Address: _____
State/Country: _____ Zip/Postal Code: _____
Telephone: _____ Fax: _____
Passport No: _____ Date of Issue: _____ Date of Expiry: _____
Nationality: _____ Place of Issue: _____

PLEASE RESERVE: (Please tick the appropriate box)

Table with columns: No., Room Type, Single/Double checkboxes, Rate, Double checkboxes, Rate. Includes room types like King/Twin Room, View Room, Regency Club Room, etc.

Preference: Smoking Non-smoking

Remarks: _____

King/Twin Room Benefits:

- *The rates are quoted on a per room per night basis and inclusive of 10% service charge and 10% municipality fees
*American Buffet Breakfast is included in the Kitchen restaurant
*Daily local English or Arabic newspaper
*Free access to Club Olympus fitness center with fully equipped gymnasium, outdoor swimming pool, tennis, spa area with sauna and Jacuzzi.
*Bottled mineral water

Internet charges in Guest rooms (24 hrs)

AED 25 - Basic package
AED 55- High speed

* Check Out After 1800 Hrs - Full night charge on the group rate will be applicable

VISA APPLICATION:

The visa can be arranged at:

- * AED 300 net per person, should all the required documents be submitted and confirmed by our Reservations Department less than 15 days prior to your arrival.
The process takes approximately three working days, not including Thursday & Friday.
* transfer, assist and visa charges will be posted to your room account
 Please send me a visa application form.

RESERVATION GUARANTEE:

Reservations will be guaranteed upon completion of the following information.

Credit Card details:

- American Express Diners Club Mastercard Visa Other

Card Holder: _____ Expiry Date: _____
Card No: _____ Signature: _____

* a photocopy of the front and back of the credit card is required to process the booking

TERMS & CONDITIONS:

The following cancellation fees will apply:

- If cancelled 30 days prior to arrival, one (1) night charge will be applicable
• If cancelled 29 days prior to arrival, full length of stay charge will be applicable
• All early departures will be charge for full length of stay
• No-Show rooms will be released at 12:00 noon the following date unless reconfirmed as an arrival by
• Any "no-show" on the specified date of arrival will result in an equivalent to 100% of the accommodation rate for each of the nights reserved
Hyatt Regency Dubai assumes no responsibility for personal items, which are damaged or lost prior to, during or following a function. In the meeting rooms and the Public Area. Personal insurance coverage for valuables should be arranged by the delegates