

Pure Spot Congress & Event Organizers- Reservation Form Forensic Middle East Community

1. Please complete this form by using a black pen. For multiple bookings, please copy this form.

Title: _____ <small>(Mr. Mrs. Ms)</small>	Family Name: _____	Given Name: _____
Job Title: _____		State: _____
Company: _____		Post / Zip Code: _____
Address: _____		Country: _____
		Telephone: _____
City: _____	E-mail: _____	Fax: _____

2. Please reserve the following:

Please tick boxes for your preferred options

Hotel Name	Single Classic	750 AED	Tel: +971 (4) 308 0000 Fax: +971 (4) 308 0011
	Double Classic	850 AED	Rates are exclusive of 10% Service Charge & 10% Tax and inclusive of breakfast

3. Flights Information

Arrival Date: _____	Flight No: _____	Arrival Time: _____
Departure Date: _____	Flight No: _____	Departure Time: _____

4. No reservations will be processed unless guaranteed by Credit Card Details

I guarantee my room reservation with a Visa / MasterCard or American Express (please encircle) .	
Card Company: _____	Card No: _____
Expiry Date: _____	Name of Card Holder: _____
Date: _____	Signature of Card Holder: _____

5. Are Visas Required?

Yes No

No visas will be processed unless guaranteed by Credit Card Details

Should visas be required, clear passport copies must be forwarded and the attached visa application form faxed back together with the room reservation form.

6. Airport Pick-up Required?

Yes No

7. Non-Smoking Room?

Yes No

8. Terms

Check-in/Check-out time is at 12:00hrs. For late check-out until 18:00hrs 50% of the above rate shall apply. For late check-outs after 18:00hrs, a one night full room rate shall apply. Early check-in between 09:00hrs - 14:00hrs shall be provided at no additional charge, however subject to availability.

- Up to 14 days prior to the check in, no cancellation fees will apply.
- Between 14 and 8 nights prior to the check in, a cancellation fee equal to one (1) night will be charged (incl. fees, excl. breakfast).
- Total cancellations made 7 days or less prior to the check in will result in a full charge.
- No shows will result in a full charge.

- 14 days prior to the check in, changes on arrival or departure date - maximum of one (1) night - are accepted free of charge.
- Less than 14 days prior to the check in or above one (1) night reduction, all nights cancelled will be charged.

Booking Deadline:	RESERVATION REQUESTS MUST BE RECEIVED NOT LATER THAN 18.03.2014 , AFTER WHICH RESERVATIONS WILL BE SUBJECT TO AVAILABILITY.
--------------------------	--

Please fax this form directly to Radisson Royal Hotel Dubai:
Fax: +971 (4) 3080011 or E-mail : Group.Royaldubai@RadissonBLU.com