



**Hilton Prague Czech Republic
Housing Form**

Please fill this form and fax or mail to Conference & Event Department

not later than April 2, 2010

RESERVATION CODE VGB A 250610

Personal information

First & Family Name

Company

Home Address

City ZIP / Postal Code Country

Passport No.: Date of Birth:

Daytime Phone – Country Code (City / Area Code) Number

Fax Number – Country Code (City / Area Code) Number

E-mail Address

Arrival Date Departure Date

**ACCOMMODATION
RATES:**

Single occupancy: 4,450 CZK approx. € 169.-
+ 10 % VAT per room per night

Double occupancy: 4,850 CZK approx. € 185
+ 10 % VAT per room per night

The above rates include buffet breakfast and exclude 10% VAT (applicable tax is subject to change).

- Select Type of Room Desired:
- Single Occupancy – 1 bed, 1 person
 - Double Occupancy – 1 bed, 2 persons
 - Smoking Non Smoking

List all persons (with arrival/departure date) you will be sharing a room with:

Special requests

Info: The guest acknowledges joint and several liabilities for all services rendered until full settlement of the bill. Management takes no responsibility for valuables left in the guestroom. Safety deposit boxes are provided without charge at the Front Desk. Personal cheques are not accepted. Check-in time is from 3PM. Checkout time is 10 AM. Early check-in & late checkout upon request (subject to availability).

For visa requirements please refer to www.mzv.cz > English version > travel & living abroad. Invitation letters can be provided based on filled housing forms and upon request.

Credit Card Number

Expiration Date

Name on the Card

HHonors Card Type & Nr.

Date Cardholder Signature

INFO: Please be informed, that your reservation can only be proceeded if your credit card number is added at this page or a deposit payment (for the total nights of your stay at the above mentioned room rate) is done via bank-transfer. All bedrooms reservations can be cancelled without penalty until **25/03/2010**. In case of cancellation, from **26/03/2010** until **7 days prior to arrival, the Hotel holds the rights to charge the individuals the first night of the stay.**

In case of cancellation, early departure or other changes less than 7 days prior to arrival or non-arrival or no-show, the Hotel holds the right to charge the individuals full length of the stay as reserved as cancellation fees.

All the reservation for the guests without credit cards or with not valid credit card details or incorrect credit card details will not be confirmed by the Hotel.

Please further more be advised that your reservation will be held overnight and is guaranteed for late arrival. We cannot guarantee availability for reservations made later than 25/03/2010. Reservations then only can be confirmed upon availability. Availability and rates can not be guaranteed in case the contracted roomblock is filled earlier than 25/03/2010.

Once your reservation is processed, a confirmation will be sent to you at the contact numbers provided above within 24 hours.

SUBMIT THIS FORM (one form per room)

To:
By Fax: +420 224 842 928
By Phone: +420 224 842 266
By E-mail: **klara.heroutova@hilton.com**

THANK YOU for choosing **HILTON PRAGUE OLD TOWN!**

ADDRESS: V Celnici 7, Prague 1, Czech Republic

*(to be filled by Hilton Prague Old Town only)

With pleasure we confirm your reservation:

Confirmation nr.: _____

Signature: _____