

**EGAS 2015
Riga,14-17 July, 2015**

 **RESERVATION FORM**

|  |  |
| --- | --- |
| **Guest Surname** |  |
| **Guest Name** |  |
| **Arrival date** |  |
| **Departure date** |  |
| **Room category:** | **Single room** |  | **Double/Twin room** |  |
| **Standard calss room** | **70 EUR** |  | **80 EUR** |  |
| **Business class room** | **80 EUR** |  | **90 EUR** |  |
| The above rates are per room per night and inclusive: delicious hot breakfast buffet, free WiFi, VAT. |
| **Number of rooms** |  | **Number of persons** |
| **Credit Card number** |  | **Credit Card validity** |
| **E-mail address and phone number** |  |
| **Special requests** |  |
| **Transfer from/to Airport/** *Price :18 EUR per way* |  |

**RESERVATION TERMS AND CONDITIONS**

**Please note that registration will be able until 14.06. .2015., later on upon availability.** We kindly ask you to send this form by e-mail to: reservations@astorrigahotel.lv. After we receive your application, we will send you confirmation for your booking.

Rate can be extended up to 2 days ealier/ later.

**Guest credit card details are required to guarantee the reservation.** The card will not be charged prior to your arrival and is required only to guarantee your booking. Guaranteed booking is valid until 24:00hrs on arrival day.

**Non-guaranteed reservations** will be held until 6 p.m. on the arrival day. In case the reservation is not guaranteed, the hotel reserves the right to sell the room to another client after 6pm of the arrival date.

**To make your booking guaranteed** please provide us with your credit card number and the expiry date. Also the reservation can be guaranteed with deposit payment or company's agreement

**Your reservation can be cancelled without any charge until 2 p.m 1 day prior to your arrival.** The Customer shall be obligate to make all cancellationsin in written form by fax or e-mail. The cancellation shall be confirmed by the Hotel also in written form by fax or e-mail.

We trust in your understanding that **in case of a no-show or a late cancellation** we will charge your credit card for 100% of the first night stay.

 **We are looking forward to welcome you
at ASTOR RIGA HOTEL!**