

Hotel Booking Form

NESA Fall Training Institute
October 31-November 1, 2008

Please EMAIL or FAX this form to **Le Meridien Amman Hotel** (contact person: Lina Al Raheb)
lina@lemeridien-amman.com; reservation@lemeridien-amman.com; or FAX to: +962 6 566 71 37

DELEGATE DETAILS (please print clearly)

Mr. Mrs. Ms.

First name: Last name:

Company:

Address

Post code:.....City:Country:

E-mail:.....

Tel:.....Fax:.....

HOTEL BOOKING:

Preferred room choice:

- | | Single / Double |
|---|------------------------|
| <input type="checkbox"/> Deluxe/Executive Room | JD 100 / JD 115 |
| <input type="checkbox"/> Royal Club Room | JD 130 / JD 150 |
| <input type="checkbox"/> Executive Suite | JD 185 / JD 200 |
| <input type="checkbox"/> Premiere Suite | JD 305 / JD 320 |

Please note:

The above rates are quoted in Jordanian Dinars per room, per night including breakfast.

The above rates are subject to 10% service & 12% government tax. Taxes are subject to change without notice.

Check in time is 14:00 hrs and check-out time is 12:00 hrs. Late departure will be subject to extra charges.

A confirmation letter will be sent to you upon receipt of your booking form, dully filled in and signed.

Arrival Date & Time:

Departure Date & Time

Double / Single Occupancy:

Smoking Non smoking

Airport Pickup/Drop/Roundtrip: Flight Details:

Special requirement:

CANCELLATION POLICY:

By making this reservation, you are obliged to agree with the hotel's cancellation policy.

If you need to amend or cancel your reservation, please fax the change or cancellation notice **72 hours prior to arrival to +962 6 56 67 13 7.**

Cancellations made less than 48 hours before the date of arrival or "no show" will result in the hotel charging your credit card for one night.

PAYMENT METHOD:

Please note that your hotel booking must be guaranteed with a credit card to ensure your reservation:

American Express MasterCard VISA Other

Card Number: Expire Date (m/y)

Control no. (3 digits on the reverse side of your credit card):

Cardholder's Name:

Signature:

The credit card details submitted will be kept strictly confidential. Your credit card details are for guarantee purposes only and will not be charged without prior authorization unless a cancellation/ no-show penalty is incurred.