

HOTEL RESERVATION FORM

GROUP'S NAME	PDA Europe Annual Conference 2022
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Client's Name	
Address	
Telephone / Fax	
E.mail	
Arrival Date	
Departure Date	

Type of room required for your stay at the Crowne Plaza Porto ? *(Please tick)*

Deluxe Single Room	115.00€	
Deluxe Double Room	130.00€	

- Per night, breakfast in the Restaurant, tax and service included.
- City Tax : 2,00 € per person / per night
- Internet Wi-Fi and access to the Gym – included in room rate.

PLEASE COMPLETE ALL FIELDS MENTIONED BELOW REGARDING CREDIT CARD DETAILS IN ORDER TO GUARANTEE YOUR RESERVATION.

Credit Card Number	
Expiry Date	
CVV number <i>(last 3 digits at the back of the Card except AMEX which are the last 4 digits)</i>	
Authorized signature	

• **Cut-off date** for guaranteed reservation: **11.10.2022**.
After this date all reservations will be on request basis.

• **Cancellation Policy:**

Until 11.10.2022 will not apply.

Between 12.10.2022 and 24.10.2022 – 1 night will be charged to your credit card.

Between 25.10.2022 and the arrival date the reservation will be charged to your credit card for the whole stay.

• **All No-Shows and Early Departures** will be charged to your credit card for all room nights.

• **Reservation changes:** Any changes to the arrival/departure date should be advised in writing 72 hrs before initial arrival date. Otherwise the Hotel will debit your credit card according to the reservation period initially booked.

Please send this form to:

Opocp.meetings@ihg.com

We look forward to a successful and rewarding conference. Thank you!