



HOTEL RITZ MADRID

Delegate Accommodation Form

International Media Council
From 25th to 27th April 2012

Kindly make the following reservations for the above meeting

Name :

Organisation:

Billing Address:

City:

State:

Zip:

Telephone:

E-Mail:

Fax No:

Arrival Date:

Departure date:

Total Nights Required:

Number of rooms required:

Classic Rooms: single at the rate of € 235 plus VAT per room per night
double at the rate of € 255 plus VAT per room per night

Deluxe Rooms: single use at the rate of € 310 plus VAT per room per night
double at the rate of € 330 plus VAT per room per night

Buffet Breakfast in our Goya Restaurant included:

Smoking Non-Smoking (subject to availability)

Estimated arrival time: _____

Please note: *Check in time from 14.00 hours.

*Check out time at 12.00 hours.

MUST HAVE THIS INFORMATION

Passport Origin and N°:

Credit Card Information to guarantee the booking:

Type of card:

Name of Card Holder:

Card Number:

Expiration date:

CANCELLATION POLICY

* 1 night stay penalty will be applied if cancellation is made 72 hours before arrival time.

*Any cancellation made 48 hours before arrival time would entail full stay penalty

To confirm the booking, please contact the Hotel:

Hotel Ritz Madrid
Plaza de la Lealtad, 5
28014 Madrid, Spain.

Groups Department

Tel: 00 34 91 701 67 67

Facsimile: 00 34 91 701 67 20

fb.secretary@ritz.es / events.department@ritz.es

Guest Signature:

Date:

Please return this reservation form no later than 15th March 2012