



HOTEL BOOKING FORM
COSAC CHAIRPERSONS MEETING
 Ljubljana, 17-18 February 2008

DEADLINE FOR HOTEL RESERVATION: 18. 1. 2008

COUNTRY:		House of Parliament:	
Last name:		First Name:	
Address:			
Postal Code:		City:	
Telephone Number:		Fax Number:	
Email:			
Arrival date:		Departure date:	
TYPE OF ROOM REQUIRED:			
Single <input type="checkbox"/> 155,00 € (TVA + breakfast included)	Double (single occupancy) <input type="checkbox"/> 165,60 € (TVA + breakfast included)	Double (double occupancy) <input type="checkbox"/> 184,00 € (TVA + breakfast included)	
Smoking <input type="checkbox"/> Non-smoking <input type="checkbox"/>			
City tax of 1,01euro per person per day is not included in the rates.			
CREDIT CARD GUARANTEE: Your credit card is required to secure the rooms. Payment should be made directly with the hotel. By completing this form I accept the terms and conditions of booking.			
Credit card type: VISA <input type="checkbox"/> / MASTERCARD <input type="checkbox"/> / DINERS <input type="checkbox"/> / AMEX <input type="checkbox"/> / OTHER <input type="checkbox"/>			
Name on card:			
Number on card:			
Last 3 digits on card (CVC code):			
Expiry date:			
Signature:		Date:	
To book your accommodation please complete one booking form per participant and return it to:			
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Ms TINA ŠENK GRAND HOTEL UNION Miklošičeva 1 Tel.: +386 1 308 19 57 Fax: +386 1 308 19 08 e-mail: tina.senk@gh-union.si</p> </div> <div style="width: 45%;"> <p>Ms VIKTORIJA ROŠER EU PRESIDENCY PROJECT GROUP NATIONAL ASSEMBLY Šubičeva 4 Tel: +386 1 478 9591 Fax: +386 1 478 9592 e-mail: Guest_13@dz-rs.si</p> </div> </div>			

Special room rates for the participants of the **meeting** have been negotiated. To take advantage of these rates and to ensure your accommodation, please return the booking form directly to the **HOTEL by 18 January 2008 at the latest.**

Please note that after this deadline rooms and rates will be based upon availability. Accommodation will be booked on “first come, first served” basis (also for no smoking room), and delegates kindly asked to book early. These special rates only apply if booked through the accommodation form.

Check in after 2 p.m. on arrival date; check out until 10 a.m. on departure date.

CANCELLATION CONDITIONS

Cancellation Fees: All cancellations and changes must be notified in writing and sent to the Grand hotel Union within dates indicated below:

- Cancellation within 30 - 7 days prior to arrival: 100% of the room price for the first night
- Cancellation less than 7 days prior to arrival: 80% of the room price for all nights
- No-show: 100 % charge of the room rate for all reserved period

No additional charges are incurred for name changes.

In case of no-show or late cancellation as specified above, the hotel will charge the credit card provided with the hotel booking form.