## C:\Users\reservation\logo HotelTirana.jpg

## HOTEL RESERVATION FORM

### **Tirana International Hotel & Conference Center**

#### Address: Scanderbeg Square no. 8, Tirana, Albania

All participants of “ EIDWT 2018 Conference” must return this form no**later than 28 / 02 / 2018 via** E-mail **to secure proper accommodations**in order to receive the discounted rate. After that date the Hotel do not guarantee the reservations but will proceed according to the room availability and with the same preferential rates .

**PLEASE COMPLETE IN CAPITAL LETTERS and send it to the e-mail address:** reservation@hoteltirana.com.al, at the attention of the Reservation Department.

###### Please submit this form to the hotel no later than 28 / 02 / 2018

**e-mail: reservation@hoteltirana.com.al**

# Mr/Ms: \_\_\_\_\_\_\_\_\_

# FAMILY NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**FIRST NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COUNTRY:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# FAX: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-MAIL:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The following special room rates will be applied for your reservations:**

ROOM TYPE (please indicate)**:**

 SINGLE STANDARD ROOM (from Monday to Thusday) 79 EURO / NIGHT

 SINGLE STANDARD ROOM (Friday to Sunday) 65 EURO / NIGHT

 DOUBLE STANDARD ROOM (from Monday to Thusday) 89 EURO / NIGHT

 DOUBLE STANDARD ROOM (from Friday to Sunday) 75 EURO / NIGHT

* Room rate include: breakfast, Wi-Fi internet access in the room as well as in the other public areas of the Hotel, Swimming Pool,Fitness Center,Sauna,Parking,Internet and computer usage in the Business Center, Portage Service 24/7 , 30 TV Stations

DATE OF ARRIVAL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 14:00 p.m. Check in time

**DATE OF DEPARTURE:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **12:00p.m. Check out time**

**Name of accompanying person** in case you need a double / twin room

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PAYMENT: Credit card: Visa Master  Maestro  Amex **

* Please, guarantee your reservation by your Credit card. (The hotel accept visa, master & maestro, amex ). The hotel reserves the right to preauthorize credit card for guest accommodation or to charge the credit card for the accommodation nights .

**Type of credit card : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Number : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Expiry date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* No fee will be charged if the modifications of the guest reservation will be done until 10 May 2016.
* No fee will be charged if the cancellation of the guest reservation (individual reservation) will be done until 19 May 2016.
* If the cancellation will be done after the deadlines specified in point above the full amount of the first night of the accommodation will be charged accordingly.
* In cases of No Show, the full amount of the accommodation will be charged to the guest.

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| **AIRPORT TRANSFER ( The Hotel can organize ,** pick up & drop off ) .In case that you need the transfer organized from the Hotel and please indicate as per the below information ) **[ ]  I would like to arrange the airport transfer with the Tirana International Hotel** * Special Package for the transfer : Airport -1 way (pick up) ***20 Euro***
* Special Package for the transfer : Airport -2 ways (pick up & drop off) ***35 Euro***
* To proceed with the reservation for the taxi service flight details and the landing time of at Tirana International airport is needed.

**My flight details are below:** |
| ***Arrival Date: Airport: Flight: Landing time:*** |
| ***Departure Date: Airport: Flight: Pick up timefrom the Hotel:*** |

**Remarks** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please e-mail the form filled in to the hotel e-mail address:**

**reservation@hoteltirana.com.al**

**Thank you**