



Hotel Accommodation Sheet
Hotel address: Rue de la Vierge Noire 32
1000 Brussels (Belgium)

TO BE RETURNED TO THE HOTEL BY November 8th 2019

Public ASME Code seminar - December 9th till 13th 2019

Novotel Brussels City Centre
Attn.: Sales & Banquet Department –
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Hello, (please fill in today's date),, I would like to make a reservation for :

<input type="checkbox"/> Single room on Dec. 8 th (1 adult) (€105 €)	<input type="checkbox"/> Double room on Dec. 8 th (2 adults) (€120)
<input type="checkbox"/> Single room on Dec. 9 th (1 adult) (€135)	<input type="checkbox"/> Double room on Dec. 9 th (2 adults) (€150)
<input type="checkbox"/> Single room on Dec. 10 th (1 adult) (€135)	<input type="checkbox"/> Double room on Dec. 10 th (2 adults) (€150)
<input type="checkbox"/> Single room on Dec. 11 th (1 adult) (€135)	<input type="checkbox"/> Double room on Dec. 11 th (2 adults) (€150)
<input type="checkbox"/> Single room on Dec. 12 th (1 adult) (€135)	<input type="checkbox"/> Double room on Dec. 12 th (2 adults) (€150)

Rooms are pre-booked for the nights of December 9th till 13th 2019 only
Room rate is valid per night and includes buffet breakfast, service and VAT but NOT city tax (€4.25/room/night)

Arrival Day/...../.....	Time.....	Departure/...../.....
Last name.....	Company.....	
First name.....	Telephone number	
Street/N°.....	Fax Number.....	
City/Postal Code.....	Credit Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Amex	
Country.....	<input type="checkbox"/> Eurocard/Mastercard <input type="checkbox"/> Diners	
E-Mail.....	Credit Card Number.....	
Signature	Expiry Date.....	

IMPORTANT NOTES

1. Booking deadline for the special conference rates: **02/11/2019** After this date the hotel no longer guarantees the availability of rooms at the contracted conference rate. Your reservation must be guaranteed with a credit card number and expiry date.
2. All hotel expenses should be made directly to the hotel upon check-out.
3. The official check-in time is **14 hours**; the official check-out time is **12 hours**.
4. Cancellations must be made in writing at least 24 hours before the scheduled arrival date. If not received, the hotel is entitled to charge 1 (one) night's accommodation fee.
5. The special rate is only valid when reservation is made by use of this form.

