



PROTEA HOTEL BALALAIKA SANDTON

EST. 1949

"A little bit of country in the heart of Sandton"

CELEBRATING 60 SUCCESSFUL YEARS

ACCOMMODATION BOOKING FORM

EVENT: JSE

RESERVATION NUMBER: JSE 160915

DATE: 16 – 18 September 2015

Accommodation Requirements

GUEST NAME	
GUEST CONTACT NUMBER	
GUEST EMAIL	
ARRIVAL DATE	
NUMBER OF GUESTS	
DEPARTURE DATE	
AIRPORT TRANSFER NEEDED	
ARRIVAL TIME FLIGHT NUMBER	

ROOM RATES

Single rooms @ R1355.00, including breakfast & 14% VAT, excluding 1% Tourism levy

Double rooms @ R1510.00, including breakfast & 14% VAT, excluding 1% Tourism levy

AIRPORT TRANSFER

R545.00 ONE WAY

THE ABOVE RATE:

Includes 14% VAT

Excludes a 1% Tourism Levy

Includes breakfast, which is charged at R175-00 per person, children under 12 pay half price

Check-in time is strictly from 14h00 onwards, subject to availability, and check out time is no later than 11h00, unless prior arrangements have been made, in accordance to availability of current occupancy. Should you require the room prior to 14h00, you may reserve the room from the night before, at the full daily rate. Rooms are only allocated on the day of arrival, therefore specific rooms cannot be guaranteed.

AIRPORT TRANSFERS:

Airport transfers are available via a Third Party, at a rate of R545-00 (1-3 passengers) . To reserve this service kindly submit your flight number and arrival time. * prices subject to change in 2015

GUARANTEE / PAYMENT POLICY:

In order to guarantee the above reservation, please indicate your guarantee preference on the section below and fax it back to me within two working days of receiving this confirmation. Should we receive no response from you on the above during the allotted time, we reserve the right to cancel your reservation at which time you will be advised in writing.

CANCELLATION POLICY & NO-SHOW POLICY:

A no—show is the non-arrival of a GUEST without notification to the Hotel.

In the case of a no-show a 100% no-show fee of the total booked value will be levied against you in relation to your guarantee method attached. Please note that all reservations need to be cancelled 24 hours prior to the day of arrival, Not cancelling a reservation timeously will result in a 100% of the first night charge being debited to you.

We look forward to welcoming you to the Protea Hotel Balalaika Sandton, where we guarantee you a unique, innovative, creative experience.

Kind regards

Emma Fletcher
Groups Manager

PLEASE SIGN AND FAX TO +27 (11) 322 5022

Name (Print): _____ Signature: _____

Date: _____

Company Name: _____

DATE OF BOOKING: 16 – 18 September 2015

PAYMENT DETAILS:

(Please fill in the all details to ensure that your invoice is correct)

EMAIL: _____

TEL NUMBER: _____

FAX NUMBER: _____

CREDIT CARD GUARANTEE: No amounts will be debited to the credit card unless written prior authorization has been received, however should there be any outstanding balances on the account which are not settled the hotel reserves the right to debit the card below.

Credit Card Number _____

Expiry date _____

CVV Number _____

Card holders Name _____

Card Holders Signature _____

In order for the hotel to validate the above authorization, we require a photocopy of both sides of the card with an authorized signature thereon fax No: +27 (11) 322 5022.

T: +27 11 322 5000

F: +27 11 322 5022

E: Reservations1@balalaika.co.za

W: www.balalaika.co.za

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