

# SAOA 2017

2-7 September 2017

## RESERVATION FORM

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

No of pages (including this page) 2

Dear Delegate

Thank you for choosing the Radisson Blu Hotel, Port Elizabeth.

We kindly request the reservation form to be filled in and sent back to the hotel, in order for your reservation to be made.

Guest Name (s): \_\_\_\_\_

Arrival Date: \_\_\_\_\_

No of Nights: \_\_\_\_\_

Departure Date: \_\_\_\_\_

Number of rooms: \_\_\_\_\_

Type of Room: Standard Room

Single or double room: \_\_\_\_\_

SAOA Accommodation Rates: Single – R1705.00 B+B  
Double/Twin – R1900.00 B+B

Quoted rate Includes:  
*Rates include Buffet breakfast in our dining room, 14% vat but not the 1% tourism levy*

Number of Adult (s): \_\_\_\_\_

### General:

- Automatic release: failure to adhere to any of the booking or payment deadlines shall entitle Radisson Blu hotel, Port Elizabeth in its sole discretion to automatically release the accommodation.
- Rates are quoted on a per person basis, including a full English breakfast , VAT at 14%, but not the tourism levy of 1%.
- Check in time is at 15h00 and check out by 12h00
- Booking deadline – 19<sup>th</sup> August 2017 – bookings after this date will be subject to availability

Prepayment:

- Full payment to be made 15 days prior to arrival to secure your booking– a proforma invoice will be sent to your email address once the booking form is received.
- Travel agent vouchers to be accepted – kindly advise on this option on your booking form

Cancellations:

- All cancellations must be received in writing.
- This reservation can be cancelled without penalty up to 15 days prior to the date of arrival.
- Any cancellations thereafter will be levied with a full cancellation fee
- Any no shows will be charged in full

Standard Guest Rooms offer the following:

- Complimentary WiFi throughout the hotel when using own device.
- Flat screen televisions with large selection of satellite channels
- Coffee / tea making facilities
- Mini bar(stocked on request)
- Panoramic ocean views
- Separate bath & shower
- In – room safe
- 24 Hour room service
- Air conditioned

Airport transfers can be arranged in advanced at an additional cost.

Airport transfers can be arranged: R90.00 per person per trip

Flight Details \_\_\_\_\_ Arrival Date \_\_\_\_\_ Arrival Time \_\_\_\_\_

Join our loyalty program, Club Carlson today and start earning free hotel and airline miles. For more information, please visit [www.clubcarlson.com](http://www.clubcarlson.com)

Club Carlson membership no: \_\_\_\_\_

Kind Regards

*Reservations Team  
Radisson Blu Port Elizabeth*

Please send your completed form through to [info.port-elizabeth@radissonblu.com](mailto:info.port-elizabeth@radissonblu.com)