



THE LEELA
PALACES HOTELS RESORTS

www.theleela.com

Hotel Reservation Form – Reed Business
Rate Valid for stay dates of 16/10/19 – 18/10/19

Please fill the form & send the same to
groups@theleela.com & groups.mumbai@theleela.com

Please note rooms are subject to availability upon confirmation. Rates are valid till 15th September, 2019 post which the room & rates are subject to change, as per availability.

PREFIX & NAME OF THE GUEST	_____				
EVENT NAME	October 2019				
ROOM CATEGORY	Premier City View Room	Single Occupancy	INR 7750 plus 28% taxes per night on Room +Breakfast + Wi-Fi <i>Please tick</i> <input type="checkbox"/>	Double Occupancy	INR 8750 plus 28% taxes per night on room +Breakfast+Wi-Fi <i>Please tick</i> <input type="checkbox"/>
E-MAIL ADDRESS	_____				
ARRIVAL DATE	_____		DEPARTURE DATE	_____	
ARRIVAL FLIGHT DATE & TIME	_____		DEPARTURE FLIGHT DATE & TIME	_____	
CREDIT CARD NUMBER	_____		CREDIT CARD EXPIRY	_____	
ANY SPECIAL PREFERENCES	_____		DIETARY REQUIREMENTS	_____	

Terms of Offer:

- Above Rates offered are on per room per night basis.
- Buffet Breakfast will be served at pre-designated area.
- Complimentary Wi-Fi
- Bottles of Mineral water in room.
- In room Tea/ Coffee making facility
- Choice of daily general and financial newspaper
- Personal electronic safe in the room.
- Complimentary usage of Pool & Gymnasium.
- Group rate shall be applicable 01 day pre & post the stay dates (subject to availability)
- Airport transfers charges extra & special rates as per the grid below;

Car hire – BMW Series:

	International Airport	Domestic Airport
Airport Pick up or Drop	INR 650	INR 1350
Local use (4 Hour / 40 Km package)	INR 4750	
Local use (8 Hour / 80 Km package)	INR 9500	

The car hire may be booked in advance or with the Concierge prior to the requirement, rates are subject to 12% service tax.



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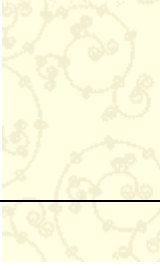

Rooms Policy:

- The check-in time is 1400hrs and the check-out time is 1200 hrs. In case early check-in is required the rooms are required to be blocked a day prior.
- Early Check before 0800hrs will attract 100% of room charge (room to be reserved 01 night prior to the arrival date), after 0800hrs will attract 50% of room charge. The guest needs to intimate the arrival time to the hotel at the time of reservation.
- Late check out up till 1800hrs, may be confirmed complimentary subject to availability. Check out between 1800hrs till 2000hrs will attract 50% of room rate and after 2000hrs will attract 100% of room rate.

Deposit and Cancellation policy for accommodation rooms shall be as follows:

- Post signing the reservation form, entire length of stay booked shall be charged to the credit card provided.
- 30 days and less prior to the first check-in 100% retention for the entire stay will be charged.

I Acknowledge and agree to the terms listed

Front Side of the Credit Card	Back side of the Credit Card
<i>Please attach separate clear scan copy (photo id of card holder also to be included)</i>	<i>Please attach separate clear scan copy</i>
	
Guest Name:	Signature: