

**BOOKING GUARANTEE FORM TRANS MIDDLE  
EAST 2020  
Monday 19<sup>th</sup> October until Friday 23<sup>th</sup> October 2020**

Guest Name: \_\_\_\_\_  
 Check-In Date: \_\_\_\_\_ Check-out Date: \_\_\_\_\_  
 Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_  
 Flight details: \_\_\_\_\_

**Type of room**  
**Hilton Beirut Hotel:**

- Combination of Single Guest Rooms  USD 175  
 Combination of Double Guest Rooms  USD 195

The above-mentioned rates are per room per night, inclusive of Buffet Breakfast, Internet Connection and one Airport Transfer, excluding 11% VAT. Room types are subject to availability.

<b>Reserved By</b> : _____	<b>Fax No</b> : _____
<b>Company</b> : _____	<b>Tel No</b> : _____
<b>City</b> : _____	<b>E-mail</b> : _____
<b>Country</b> : _____	<b>Airport Pick up Required.</b> Yes / No
<b>Payment Terms:</b>	

<b><u>Please guarantee my booking to the following Credit Card:</u></b>	
<input type="checkbox"/> MasterCard	<input type="checkbox"/> American Express
<input type="checkbox"/> Visa Card	
Card Holder's Name: _____	
Card Number: _____	
Expiry Date: _____	
Signature on Card: _____	
Billing Address: _____	
Tel: _____	
Fax: _____	
<b>A front and back photocopy of your Credit Card is also required to be able to guarantee your booking.</b>	

**Terms and Conditions:**

Please note that once the hotel received this form, the booking will be guaranteed to the above Credit Card and subject to the below cancellation policy:

- a. In case of any cancellations received less than 24 hours prior to the expected arrival date, your Credit Card will be automatically charged 100% of the room rate booked for the first night of the booking.
- b. In case of a same day cancellation or a "no-show", your Credit Card will be automatically charged 100% of the room rate booked for the first night of the booking.
- c. Our check in time will be at 1400hrs and check out time will be at 1300hrs
- d. Above rates will be apply during +/- 3 nights of event dates.

<b>PLEASE DO NOT USE THIS SPACE</b>	
Confirmation number :	_____
Confirmed by :	_____
Date :	_____