Garden Court Marine Parade
SOUTHERN SUN

Garden Court Marine Parade Booking Request Form

2nd QS-Maple Conference and Exhibition
02-05 May 2012

Please return this hotel reservation from to
RESERVATION DEPARTMENT
Norma Mthimkhulu
Tel: 031 337 3341 **Fax: 031 337 5929** **Email: normam@southernsun.com**

Family Name (Mr, Mrs, Ms, Dr) _____ First/Given Name _____

Company _____

Address _____

Telephone _____ Fax _____E-mail_____

Arrival Date _____ Departure Date _____Number of Nights _____

Transport requested: YES / NO

Flight Details _____

No of rooms required _____ **Single Rate**: R 949.00per room, per night, bed and breakfast
Double Rate: R 1099.00 per room, per night, bed and breakfast

Smoking/Non-Smoking _____

Single ☐ (1 person/1 dbl bed) **Double** ☐ (2 persons/1 dbl beds) **Twin** ☐ (2 persons/2 dbl beds)

Special Requests _____

Credit Card Number ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ Expiry Date _____
Personal Credit Cards Only

CVC ☐☐☐

Credit Card Type _____

Registered Card Address (if different from above)_____

Dietary Requirements: _____

Confirmation Number _____ Date _____Confirmed by _____

Terms and Conditions:

1. Should you have completed and sent back your booking form, but have received no confirmation by the **01 May 2012,** please ensure that you contact the Reservations Department to confirm the status of your booking.
2. All reservations must be guaranteed with a credit card number or bank transfer to the value of the entire stay
3. Kindly note that we do not accept third party credit card authorisations. Personal credit cards only will be accepted for payment. Your card will be charged on check in.
4. Accommodation and booking requests are to be forwarded to the hotel by the **30 April 2012.**
5. Cancellation deadline date is 30 -0 days (**01 May)** prior to arrival. All cancellations received after this date will be charged for in full, this includes non-arrivals and unused room nights.
6. Cancellations, no shows, unused room nights and early departures will be charged for, in full, to your credit card or taken from the deposit
7. The requested room type and special requests cannot be guaranteed & are subject to availability
8. Please be advised that the Garden Court Marine Parade will only accept bookings received via this booking form and we cannot guarantee availability of rooms after the **30 April 2012**
9. Prices are in South African Rand (ZAR), inclusive of VAT but excludes 1% tourism levy
10. Check-in time is at 2.00pm while check-out time is at 11.00am. For a 5.00pm late check-out, an additional fee of 100% of the prevailing room rate shall be charged.