



We Make People Smile



HOTEL ACCOMMODATION BOOKING FORM

To make your reservation, Please complete the booking request information below:

PERSONAL PARTICULARS			
First Name :			
Last Name :			
City			
Postal Code			
Phone	_____	Fax	_____
Mobile	_____	E-mail	_____
Accompanying Persons			
HOTEL RESERVATION			
Name of Hotel			
Single Room		Double Room	
Check-in date		Check-out date	
ARRIVAL / DEPARTURE DETAILS			
Date of Arrival		Date of Departure	
Flight Number		Flight Number	
Arrival Time		Departure Time	
Arrival From		Departure To	

Please send your booking to Official Travel Partner:



A Exhibition Division of Reunions & Vacations

Contact Person: Mr. Rohit Behra Mobile: +91 – 98209 04132
189/2, Sunrays Shopping Center, Charkop,
Next to Apna Bazar, Kandivali (West), Mumbai – 400067, India
Tel: + 91 - 22 – 2860 8100 Fax: + 91 - 22 – 2860 8099
Email: info@roomnexpo.com

PLEASE KEEP A COPY FOR YOUR RECORDS

HOTEL ACCOMMODATION TARIFF

HOTEL	ROOM TYPE		DISTANCE FROM		LOCATION
	SINGLE	DOUBLE	VENUE	AIRPORT	
5-STAR					
Hotel Taj Santacruz	9000	10000	4 Km	0 km	Dom Airport
The Fern***	7500	8500	0.5 Km	6 km	Goregaon
Hotel Westin Mumbai	9500	10500	1.5 km	7 km	Goregaon
Grand Sarovar Premiere***	6500	7000	2.1 Km	8 Km	Goregaon
The Lalit	6500	7500	5.3 Km	1.5 Km	Intl. Airport, Andheri
Hyatt Regency	7500	8500	5.3 Km	1.5 Km	Intl. Airport, Andheri
4-STAR					
Hotel T-24	5500	6000	5.1 km	2 km	Andheri
Sarovar Residency***	5800	6700	2.5 Km	7.5 Km	Goregaon
Waterstone	6000	6750	5 Km	3 Km	Andheri
IBIS	4800	5500	6 Km	2 Km	Intl. Airport, Andheri
3-STAR					
Grand Homtel***	4500	5000	3 Km	8 Km	Goregaon
Aureole Hotel	4000	4750	4 Km	3 Km	Andheri
Hotel Solitaire	3700	4500	4.5 Km	2.5 Km	Andheri
Hotel Ginger	4000	5000	4.5 Km	3.5 Km	MIDC, Andheri
2-STAR					
Hotel J. K Regency	2500	2500	2 Km	4 Km	Andheri
Highway Residency	2500	3000	4.5 Km	3 Km	Andheri
Bamboo Residecy	2200	2700	4 Km	3.5 Km	Andheri
If any Alternate hotels options required please contact the Official Travel Partner					

Inclusions

1. Accommodation in Standard Room
2. Buffet Breakfast
3. Airport Pick up & Drop
4. Venue transfer will be arranged on special case for more than 10 rooms per day

Please note the above mentioned rates are Exclusive of taxes,

Hotels marked with * does not includes Airport Pick up and drop**

TRANSPORT TARIFF

Sr. No.	Nature of Duty	A/c. Medium	A/c. Large	A/c. Luxury	A/c. Micro Van	A/c. Tempo Traveller	A/c. Large Coach	A/c. Volvo Coach
1.	Airport transfers (one way)	1400	1600	2800	2000	3500	5500	7000
2.	Local Use 4 hrs / 40 Kms	1200	1400	2800	2000	3300	7000	9000
3.	Local Use 8 hrs / 80 Kms	1700	2000	4200	2500	4700	9000	15000
4.	Extra hrs Over 8 hrs	95	125	225	145	395	900	1800
5.	Extra Kms Over 80 Kms	19	26	49	29	39	470	800

DESCRIPTION OF CARS

A/c. Medium	:	Logan / Indigo or similar
A/c. Large	:	Toyota Corolla / Swift D'zire or similar
A/c. Luxury	:	Honda Accord / Toyota Camry or similar
A/c. Micro Van	:	Innova / Xylo or similar
A/c. Tempo Traveller	:	Tempo Traveller (9 seater / 11 seater)
A/c. Large Coach	:	Large Coach (35 seater)

TERMS & CONDITIONS

1. Time and Mileage will be calculated from Garage to Garage
2. Toll & Parking will be at actuals
3. Tariff applicable within Mumbai Municipal Limits
4. Once the vehicle has moved out from the garage and then cancelled, cancellation charges (based on the nature of duty) will be charged.

Govt. Service Tax will be charged extra on the total billing amount



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TERMS & CONDITIONS

The above room rate are inclusive of the following :-

- Accommodation
- Daily buffet breakfast at a designated venue.
- Airport transfers (EXCEPT HOTELS WHICH ARE MARKED WITH AN *** AIRPORT TRANSFERS IS NOT INCLUDED)

In Mumbai, the check-in time is 1400 hrs & check-out time at the hotel is 1200 noon. However, should there be an early check-in or a late check-out and you would like us to allocate the rooms upon arrival of the delegates, we will provide the accommodation, subject to availability, based on the following terms & conditions :

- Early arrivals between 1100 hrs to 1400 hrs or late departures between 1200 hrs to 1400 hrs will be charged additionally @ 50% of the above mentioned rates plus taxes
- Early arrivals before 1100 hrs or late departures after 1400 hrs will be charged additionally @ 100% of the above mentioned rates plus taxes
- Service tax @ 3.09% will be applicable on the entire billing amount.
- **Taxes Applicable are subject to change without prior notice & will be levied as per Government regulations.**

BOOKING PROCEDURE

- To confirm your booking, please send us the full payment in advance as we have to pay upfront to the hotels in advance while confirming the rooms.
- Hotel reservations are on “**first come first serve**” basis.

CANCELLATION POLICY

30 days before arrival	Nil cancellation charges
Between 29 to 20 days	One night room charges
Between 19 to 15 days (before check-in)	50% of the total billing amount
14 days before check-in	No refund
Early check-in or check-out will be billed on actually booked or actual nights consumed whichever is higher	

- All cancellations / amendments have to be made in writing either by fax or mail
- Refunds, if any will be processed within 20 working days after the end of the conference

MODE OF PAYMENT

DEMAND DRAFT: If payment is made by Bank Demand Draft, kindly ensure that the same is made in favor of “**Room N Expo**” payable at Mumbai and marked “ Account Payee only ” to prevent any fraudulent encashment of cheque / drafts

WIRE TRANSFER

Account Name	ROOM N EXPO
Bank Name	YES BANK LIMITED
Account No.	034683900000107
Branch	Rock Avenue, Opp. ICICI Bank, Sayadri Nagar, Hindustan Naka, Charkop Kandivali (West), Mumbai 400 067
IFSC Code	YESB0000346