

NOVOTEL

Hotel Accommodation Sheet
Hotel address : Rue de la Vierge Noire 32
1000 Brussels (Belgium)

TO BE RETURNED TO THE HOTEL BY November 3rd 2023

IDEAS 2024 - CESIE

Novotel Brussels City Centre
Attn.: Sales & Banquet Department –
Sébastien Delattre / Ly Siem Chhor
Tel.: +32 2 505 50 22
E-mail: H2122-SB@accor.com

I would like to make a reservation for :

03/12/23

Single room (1adt)(179 €)

Double room (2adt)(194 €)

04/12/23

Single room (1adt)(179 €)

Double room (2adt)(194 €)

05/12/23

Single room (1adt)(200 €)

Double room (2adt)(215 €)

Rooms are pre-booked for the night(s) of December 3rd, 4th & 5th 2023 only

Room rate is valid per night and includes buffet breakfast, service and VAT but NOT city tax (4.24€/room/night)

Arrival Day/...../..... Time.....

Departure/...../.....

Last name.....

Company.....

First name.....

Telephone number

Street/N°.....

Credit Card Type: Visa Amex

City/Postal Code.....

Eurocard/Mastercard Diners

Country.....

Credit Card Number.....

E-Mail.....

Expiry Date.....

Signature

IMPORTANT NOTES

1. Booking deadline for the special conference rates: **November 3rd 2023**. After this date the hotel no longer guarantees the availability of rooms at the contracted conference rate. Your reservation must be guaranteed with a credit card number and expiry date.
2. All hotel expenses should be made directly to the hotel upon check-out.
3. The official check-in time is **16 hours**; the official check-out time is **11 hours**.
4. Cancellations must be made in writing at least 1 week before the scheduled arrival date. If not received, the hotel is entitled to charge 1 (one) night's accommodation fee.
5. The special rate is only valid when reservation is made by use of this form.