

MELIÀ

HANOI
VIETNAM

ACCOMODATION RESERVATION FORM
Melia Hanoi Hotel – 44B Ly Thuong Kiet Street, Hanoi, Vietnam



07-09 March 2019, Hanoi, Vietnam

Please complete and return this form by Email or Fax before 20 January 2019
sales@meliahanoi.com.vn and cc rsvn@meliahanoi.com.vn

Fax: 84-4-3934 8688 - Tel: 84-4-3934 3343 ext 7125

NEW RESERVATION AMENDMENT CANCELLATION

GUEST INFORMATION:

Name : Mr/Mrs/Ms _____
Email : _____
Tel : _____ Fax: _____
Arrival Date : _____ Flight Number/Time _____
Departure Date : _____ Flight Number/Time _____

Room Type	Room Rate Single	Room Rate Double	No. of Room	Room Preference/s
Deluxe room	VND 2,736,000++ (USD 120++)	VND 3,192,000++ (USD 140++)		
Premium room	VND 2,964,000++ (USD 130++)	VND3,420,000++ (USD 150++)		
Grand Premium room	VND 3,648,000++ (USD 160++)	VND 4,104,000++ (USD 180++)		
The Level Premium	VND3,762,000++ (USD 165++)	VND4,902,000++ (USD 215++)		
The Level Suite	VND4,674,000++ (USD 205++)	VND5,814,000++ (USD 255++)		

(Payment by Vietnam Dong)



Terms and Conditions:

- The above rates are not include 5% service charge and then 10% Government Tax
- In the event of any cancellation after the guaranteed confirmation will be charged 1 (one) night
- Any cancellation within 7 days prior to the arrival date will be charged for 2 nights fee
- No show and shorten stay will be charged for the whole duration of stay reserved
- The cancellation fee will be automatically charged on the credit card provided and will be considered as a penalty fee and the hotel has the right to release the rooms for other selling.

Confirmation:

- This Reservation Form should be signed and returned to us, otherwise the reservation will be subject to hotel availability
- This Reservation Form is only accepted and will be considered as the hotel confirmation with the Hotel's acknowledgement via fax/email of this reservation form.

Benefit for Normal Floor:

- + Daily Buffet at our El Patio Restaurant on the Ground Floor and open from 6.00AM till 10.00AM.
- + Enjoy thousands of full content, current-day newspapers and magazines on your tablet, laptop or smartphone during your stay via our Press Reader.
- + Complimentary Sauna, steam, fitness center and swimming pool.
- + Complimentary in house tea coffee facilities.
- + Complimentary two bottles of mineral water for Deluxe and Premium Room and four bottles of mineral water for Grand Premium Room daily
- + Complimentary wifi internet access in the Hotel Room.
- + Pillow menu choice.
- + Complimentary 01 piece of laundry and special welcome amenities only for Premium Room and Grand Premium Room

Benefit for The Level Floor:

- + The Level Lounge, opens from 6am – 11pm, offers complimentary tea, coffee and soft drinks the whole day.
- + Exclusive check in and check out at the Executive Floor reception on level 20.
- + Welcome Drink on arrival in The Level lounge
- + Welcome fruit plate (Premium Room) or fruit basket (Executive Suite)
- + Complimentary two bottle of water for The Level Premium Rooms and four bottles of waters for The Level Suite daily
- + Full buffet breakfast at The Level or El Patio Restaurant, at the convenience of our customers.
- + Afternoon tea between 3.00PM – 5.00PM
- + Evening snacks and free flow house wine, sparkling wine, beer, soft drink, boxed juice, tea and coffee from 5.30 pm till 7.30 pm
- + Complimentary use of Boardroom up to 8 persons for the first three time hours PER STAY and SUBJECT TO AVAILABILITY
- + Express Laundry and Dry Cleaning service at regular rate.
- + Complimentary 2 pieces of wet laundry, not accumulative and one item for express ironing daily
- + Enjoy thousands of full content, current-day newspapers and magazines on your tablet, laptop or smartphone during your stay via press reader
- + Pillow Menu choice
- + Complimentary shoe shine service
- + Late check out until 4.00PM, subject to availability
- + Business area: Computer, local and international newspaper
- + Wireless Internet Access included in the room rate.
- + Complimentary Sauna and Steam
- + Butler service available upon request and at an additional cost
- + Dock Station
- + Molton Brown Bathroom Amenities
- + Kimono
- + Illy Capsule Coffee Machine
- + Dimah Tea bags
- + Silk Hanger

Airport Transfers:

Route	Mercedes Benz E250	Mercedes Sprinter 16 seats	Mercedes V
Pick up: <input type="checkbox"/>	<input type="checkbox"/> VND 1,750,000 net	<input type="checkbox"/> VND 1,950,000 net	<input type="checkbox"/> VND 1,950,000 net
Drop off: <input type="checkbox"/>	<input type="checkbox"/> VND 1,750,000 net	<input type="checkbox"/> VND 1,950,000 net	<input type="checkbox"/> VND 1,950,000 net

You are welcomed at the Noi Bai Airport by our Airport Rep. with a welcome board and the guest's full name at the arrival terminal. For any further assistance, please contact our Duty Manager (24 hours): 00 84 (0) 936 103 338 or Hotel Bell Desk: 00 84 4 3934 3343 – Ext. 3. If Airport transfer is required, Melia Hanoi has a right to charge full amount of the pickup fee in case of no show.

Check in & Check out Policy:

The hotel's check-in time is 14:00 hrs. and check-out time is 12:00 noon. Should you require using your room before or after these hours please inform us in advance. Early arrival or late check out requirements may be arranged subject to availability and minimum charge.

I _____ hereby agree to guarantee the booking as above mentioned by my credit card. From my _____ **CARD** with a Credit Card Number of _____ with CCV number of _____ which will expire on _____