

Cosmopolite Hotel
6 Vadyma Hetmana st.
Kiev - Ukraine
Tel: +38(044) 2053520
Fax: +38(044) 2053521
E-mail: reservation@cosmopolite-kiev.com
www.cosmopolite-kiev.com



Reservation Form

Event Name: **KIEV MEDIA WEEK 7-11 September 2015**

Name: _____

Company: _____

Address: _____

Phone/Fax Number: _____

E-mail: _____

Arrival / Departure date: _____ / _____

Number of room's: _____

For guaranteed reservation please fill hereunder credit card details:

Credit Card Number: _____

Expiry Date: _____

Credit Card Holder: _____

I, understand, authorize Cosmopolite Hotel to charge the card above for pre-authorization charge amounting to the Total of the first night on the credit card listed to act as guarantee.

Signature: _____

Date: _____

Please mark your preferred room category:

- Standard Queen Room - (89 Euro)
- Standard Twin Room (89 Euro)
- Deluxe Room - (119Euro)
- Suite Room (169 Euro)

- Above rates are per room per night for Single or Double occupancy

(Payment is made in UAH in accordance with National Bank EUR/UAH exchange rate for the day of payment)

Special Request: _____

Reservation & Cancellation Policy:

VAT is included in the room rate, **travel/city tax** is not including

Breakfast is not included in the room rate and to be paid extra 15 Euro / person

Check-in time: 14.00. Early check-in after 7:00am is provided upon availability and free of charge.

For early check-in before 7:00am - 100% of the room rate will be charged.

Check-out time: 12.00. Late check-out: 12:00 - 18:00 - 50% of the room rate will be charged; After 18:00 - 100% of the Room rate will be charged.

If your reservation is guaranteed, the room is kept till 12.00 on the following day. In the case of a no-show or a late Cancellation, one night cancellation fee will be charged.

If your reservation is not guaranteed by the company or a credit card, the room is kept until 18.00 of the day of arrival. The Hotel reserves the right to cancel non-guaranteed reservations after 18:00.

Transportation: Please let us know well in advance of your flight details if you require an airport pick-up.

Confirmation Number # _____

Please fill in and forward this form directly to the Hotel reservation department:

Please sign and fax back to

+38(044) 2053522

Or Scan and email to:

reservation@cosmopolite-kiev.com

Thank you for choosing

Cosmopolite Hotel

We are looking forward to welcome you!