



Hotel booking form

Please e-mail the completed forms to Ms. Lata on booking@medafia.com

In case of "no show" you will be responsible for any charges made by the hotel.

Name of the hotel: Roda Al Bustan Hotel, Dubai, United Arab Emirates.	
Your name:	
Name and address of your Company:	
Phone #:	Fax #:
E-mail address:	

RESERVATION:

Room Rate:	Single AED: 800.00	Double Room AED: 900.00
Single room <input type="checkbox"/>	Double room <input type="checkbox"/>	Smoking room <input type="checkbox"/>
Kindly note the following:		
<ul style="list-style-type: none">• Above rates are quoted in Dirham and per room per night• Above rates are Inclusive of Buffet Breakfast served in the main dining restaurant and Inclusive for WIFI Internet connection• Arrival & departure dates falling before or after the mentioned dates will be subject to availability & charged at the daily available rate agreed upon.		
Guest check-in Requirements by UAE Law: Kindly note that all guests will be asked for a valid ID upon check-in, the hotel is not allowed by law to check any guest into the hotel without ID.		

Check-in/Check-out Time

Please note that our check-in time is 14.00 & check-out time is at 12:00 Noon. Early check-in from 9:00AM onwards can be provided, however, subject to availability. Check-in time earlier than 9:00 should be booked from the previous day.

Check-out until 18:00 shall be subject to 50% of the total room rate.

Check-out after 18:00 shall be subject to a one night room rate.



Airport Transfers

Airport pick up and drop off can be arranged from Dubai International Airport Terminal 1 & 3 to the Hotel and **Back at Dhs. 100.00 two way per car.**

ARRIVAL and DEPARTURE

Arrival Date:	Departure Date:
Estimated arrival time:	

CONFIRMATION:

Date:	Signature:
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CONDITIONS AND CANCELLATION POLICY

Reservations will only be confirmed once payment has been received.

Free cancellations sent before 1st September 2018

One night charges will apply if cancellation received on or after 1st September 2018

Full amount will be charged if cancellation received on or after 1st October 2018

No shows will be subject to 100% and cancellation fee for the full duration of the stay

Payment Method

Bank Transfer

If payment is made for more than one person or by a company please makes sure all names are indicated. Please indicate the participant's name and ICGC hotel booking on ALL payments and forward bank transfer copy to: info@icgcdubai.com

Bank Name: Abu Dhabi Commercial Bank

Company Name: Medafia Conferences DMCC

Account Number : 10650632920001

IBAN Number: AE610030010650632920001

SWIFT CODE: ADCBAEAA

BRANCH: Al Riqqa Branch, Dubai, UAE