



THE BILTMORE

T B I L I S I

Reservation Form for International Legal Aid Conference

Dear Sir/Madam,

This form has been created in order to allow you to have third party expenses charged to your credit card. Please provide all the information requested below to ensure prompt processing of your application. We ask you to please sign and date the form before submission. Please send the completed form to The Biltmore Hotel Tbilisi to the following address: natia.tselaury@biltmorecollection.com or call to the hotel directly – +995 322 727272

Reservation Details

Name	
Address	
Telephone	
Email	
Arrival Date and Time	
Departure Date and Time	
Deluxe Single – USD 145 excluding 18% VAT and including breakfast	
Deluxe Twin for single use – USD 145 excluding 18% VAT and including breakfast	
Premium Single – USD 165 excluding 18% VAT and including breakfast	
Junior Suite Single – USD 185 excluding 18% VAT and including breakfast	

Above rates are exclusive of 18% VAT, per night and inclusive of breakfast in All Day Dining restaurant, free access to Spa Centre and wireless internet

*In case of double occupancy 20 USD + 18% VAT will apply.

The Biltmore Hotel Tbilisi
29 Rustaveli Avenue
Tbilisi, 0108, Georgia
t. +995 322 72 72 72
f. +995 322 98 78 88
www.biltmorecollection.com



Please be informed, that all room types are limited amount, so after selling out specific rooms the reservation will be made with the rest of the room categories;

Check-in / Check-out Time:

- Standard check-in time is at 15:00. Guests who arrive prior to this time will receive their room subject to room availability;
- It is recommended for Guests arriving before 09:00 are to reserve the night prior avoid any inconvenience;
- Standard check-out time is 12:00.

Check-In - 15:00	Check-Out: 12:00
Early arrival after 09:00 till 15:00 - 50% fee of previous day	Late Check-Out till 18:00 - 50% fee of next day
Early arrival before 09:00 - 100% fee of previous day	Late Check-Out from 18:00 till 23:00 - 100% fee of next day

Early check-in and late check-out is subject to availability

Cancellation Policy

Between 20th of July and 25 th of August 2018 – reservation may be cancelled without cancellation fee being charged.

Between 26th of August and 10th of October 2018 - any cancellation will be subject to a cancellation fee equal – 50% fifty percent of full stay.

From 11th of October to the first scheduled arrival date, any cancellation will be subject to a cancellation fee equal one hundred percent (100%) of the contracted rate multiplied the number of cancelled room nights.

Deadline of the booking is – 10th of October - after deadline expiration the Hotel reserves the right to terminate this offer and change the discount/price provided;



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Cardholder Information

Name as it appears on the credit	
Card Type	
Card Number	
Expire Date	
CVC Code	
Card Holder's Phone Number	
Approved Charges – Room only, All charges, Room and Breakfast	

I, undersigned credit card holder, provide above mentioned credit card to Biltmore Hotel Tbilisi, Georgia as guarantee of the booked room and authorize the Hotel to charge the above Credit Card in case of No-Show and late cancellation

Cardholder name: _____

Cardholder signature: _____ Date: _____

Privacy: We respect the privacy of all personal information that you provide to us. The information you provide on this form will be used only to allow us to properly process payments you have authorized. This information will be maintained at the property, as well as in our centralized computer systems. If you should have any privacy related questions or concerns please contact the hotel or send an email to ana.melkadze@biltmorecollection.com

Please Provide Credit Card Info, with Credit Card Back and front picture together with copy of ID;

In case guest will not provide Credit Card information till 21st of August 2018 the Hotel reserves the right to cancel the reservation without noticing the guest;