

# AGIFORS

## Airline Operations 2002

Please fax a completed and signed hotel registration form (page 1) to: **Italia Tours**

**Attn: Mr. Mario Bresciani/Ms Mara Nuzzo**

**Fax** +39-06-65-61-5351 or 5352

### Hotel Registration Form

*Please fill out completely, and photocopy for additional hotel registrations*

<b>Name</b>  Mr./Ms.	<b>Business Title</b>
	<b>Organization Airline/Vendor</b>
<b>Mail Address</b>      <b>Phone</b>  <b>Fax</b>	<b>E-mail</b>
	<b>Arrival Date</b>
	<b>Arrival Flight/Time</b>
	<b>Departure Date</b>
	<b>Departure Flight/Time</b>
	<b>Passport Number/ Country</b>
<b>AGIFORS Hotel rates</b> (€ Euros, including VAT): <ul style="list-style-type: none"><li>■ €165 (single), €190 (double) per room, per night</li><li>■ Rate are valid from May 18 through May 27, 2002</li><li>■ <b>Rates are not guaranteed after 1<sup>st</sup> May 2002</b></li></ul>	
<b>Room:</b> <input type="checkbox"/> ..Single <input type="checkbox"/> ..Double <b>Preferences:</b> <input type="checkbox"/> ..Non-smoking <input type="checkbox"/> ..Smoking	
<b>Payment Information</b> <i>(required for your reservation)</i>	
<input type="checkbox"/> .. American Express <input type="checkbox"/> .. MasterCard <input type="checkbox"/> .. VISA <input type="checkbox"/> .. BANK MONEY TRANSFER (see instructions below)	
<b>Name on the Credit Card:</b>	
<b>Credit Card Number:</b>	<b>Expiration Date (MM/YY):</b>

*I authorize Italia Tours to charge my account for the required hotel deposit. (see attached conditions)*

Signature:

Date:

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### **Hotel Reservations Conditions**

#### ■ **BOOKING FEE**

Each hotel booking will have to pay an **Handling Fee of € 26** that will be added to the total amount of **the hotel accommodation**.

#### ■ **CANCELLATION POLICY FOR THE HOTEL ACCOMODATION:**

- Between 30 and 15 days before arrival, no penalty for rooms cancelled
- Between 15 and 07 days before arrival, a 50% will be charged at contracted rates for each room cancelled from each passenger
- Space cancelled from 07 to 01 days from passenger, 100% penalty will be charged at contracted rates

#### ■ **METHOD OF PAYMENTS ACCEPTED BY ITALIATOURS**

1. American Express
2. MasterCard
3. Visa
4. Bank Money Transfers

Italiatour accepts money transfers directly from clients.

#### **Booking procedure with money transfer:**

- clients forward the request specifying type of payment
- Italiatour sends the clients its bank data
- clients must send back, **by fax**; the copy of the money transfer paid
- Italiatour will confirm the booking only once received said copy

Clients will be charged for all the services requested and confirmed and will receive by Italiatour by e-mail or fax a payment note relative to the services purchased.

#### ■ **ITALIATOUR CONTACT INFORMATION**

Attn Mr. Mario Bresciani / Ms Mara Nuzzo

Fax 06-6561-5351 or 06-6561-5352