

HOTEL BOOKING

Kindly fill the form in order to guarantee your room accommodation booking

Full Name (as indicated in the passport)		
Phone	Fax	Mobile
Spouse/Guest Name		

HOTEL	SINGLE ROOM	DOUBLE ROOM
LE ROYAL BEIRUT HOTEL - DBAYEH (5*)	135\$	145\$

- Single room
- Double room

- 11% VAT will be added to the invoice
- The payment of accommodation should be done directly to the hotel.
- The prices are on Bed & Breakfast Basis.
- Check in time 15:00 hrs.
- Check Out Time is 12:00 Noon Late check out is subject to availability & prior approval, please refer to organizer's desk.
- Any cancellation notified less than 3 days prior to arrival, one night stay will be charged.

Other Information: Airport Pickup/drop required:

Airport pick up should be paid directly to the hotel. The cost is 44 USD Net for airport pick and drop per way.

- Pick up/
- Drop/

Arrival		Departure	
Flight Date		Flight Date	
Flight No.		Flight No.	
Arrival Time		Departure Time	

Method of Payment

- Visa
- Master Card
- Amex

Name of Card Holder	Card Type
Credit Card Number	Expiry Date

To Guarantee your booking, kindly fill in the credit card authorisation form attached and send it back to us scanned to the following email: bef@beirutenergyforum.com

I hereby agree that if the booking is a NO SHOW, one night will be charged to my credit card.

Signature

Le Royal Hotel –Beirut
Leisure Hill Complex, Dbayeh-
P.O.Box: 70-1010, BeirutLebanon
Tel: +961 4 555 555
Fax: +961 4 555 031
E-mail : reservation@leroyalbeirut.com



CREDIT CARD AUTHORIZATION FORM

I _____ hereby authorize “Le
Royal Hotels & Resorts – Beirut” to charge the amount of USD _____,

To My Credit Card:



Visa



Master Card



Amex

Name of Cardholder _____

Card Number: _____ Expiry Date: _____

Bank which issued your credit card: _____ Country:

Please fill four digit number (for AMEX) appearing on the card _____

The above mentioned charge is to guarantee my reservation number: _____

I agree to charge my credit card for one night Accommodation for each room reserved
in case of late cancellation or no show.

Signature: _____

Date: _____ / _____ / _____

Kindly return the completed form to bef@beirutenergyforum.com and attach:
A copy of the front side of the credit card
A copy of the cardholder passport