**Reservation Form**

**Thank you for choosing Holiday Inn Dhaka City Centre!**

**This Form is only applicable to the Participants of the 58th DGCA Conference, 13 – 20 October 2023**

Rooms are Subject to Availability

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title: [ ]  Mr. [ ]  Ms. |  |  |  |  |  |
| Guest Last Name | : | Click here to enter text. | Sharing Guest Last Name | : | Click here to enter text. |
| Guest First Name | : | Click here to enter text. | Sharing Guest First Name | : | Click here to enter text. |
| Arrival Date | : | Click here to enter text. | Departure Date | : | Click here to enter text. |
| Arrival Flight # | : | Click here to enter text. | Departure Flight | : | Click here to enter text. |
| Arrival Time | : | Click here to enter text. | Departure Time | : | Click here to enter text. |
| Guest’s Company Name | : | Click here to enter text. |
| Select Room | : | [ ]  **Standard King Room: USD 90 +++ or USD 118 net** per room per night for single occupancy.[ ]  **Premium King/Twin Room: USD 105 +++ or USD 138 net** per room per night for single occupancy.[ ]  **Junior Suite Room: USD 135 +++ or USD 177 net** per room per night for single occupancy.[ ]  **Executive Suite Room: USD 155 +++ or USD 203 net** per room per night for single occupancy.**Note: For Double occupancy USD 15+++ or 19.66 net will be added****(+++) 12.5% service charge, 1.5% city tax, and 15% VAT (Govt. Tax), which is calculated on a compound basis (31.10%) and required to pay in local currency (Bangladeshi Taka). The exchange rate is subject to change at any time according to the Central Bank's Foreign Currency Exchange Policy.]** |
| Special Preferences | : | [ ]  Non-Smoking [ ]  KING BED [ ]  TWIN BED |
| Forms of Payment | : | Guaranteed by Credit Card (Enter Card Number: Click here to enter text. Enter Expiry: Click here to enter text.Card Type: [ ] AMEX [ ] VISA [ ] MC [ ] JCBFor Guaranteed the booking advance payment need to pay. Hotel will share credit card authorization form for settle it. |
|  |  |  |
| Airport Pick-Up Needed | : | [ ]  YES, Via Shuttle Service [ ] Arrival Flight Number: Click here to enter text.[ ]  YES, Via Sedan @USD 25++ per way [ ]  NO |
| Airport Drop -Off Needed | : | [ ]  YES, Via Shuttle Service [ ] Departure Flight Number: Click here to enter text.[ ]  YES, Via Sedan @USD 20++ per way [ ]  NO |

***Above all room rates are included following benefits:***

* Sumptuous breakfast at ‘The Attitude: All Day Dining’
* Internet facilities in the rooms and public areas
* Use of fitness centre and rooftop swimming pool
* In-room tea/coffee making facilities
* 4 bottles of drinking water (500ml local) in the room
* Complimentary Airport Transfer by hotel scheduled shuttle service
* 20% discount on all Food & Soft Beverages (except alcoholic beverages & IRD service)
* Weekend city tour complimentary (Condition Applied)
* 4pcs Laundry complimentary per day with Premium and Suite rooms.

 ***Reservation Policy:***

### Check-in is at 1400 hrs. and Check-out at 1200 hrs.

### Requests for early check-in or late checkout will be subject to availability and charged as per hotel policy.

### Pre-Authorization will be taken from the credit card for a guaranteed purpose.

### Any non-guaranteed reservations will be released at 1800 hours one day prior to the date of arrival.

### Room category allocation is subject to availability.

### A recent Government notification requires all guests including Bangladeshi Nationals to carry proof of Identity at the time of Check-In.

### *Please fill up and send this Room Booking Request Form and send us at* reservations.dhaka@ihg.com

### *Call us for any query: Reservation Cell: +88 01324 717013 or T +880 9638 555 666*