The 13th United Nations Congress on Crime Prevention and Criminal Justice, Doha - Qatar, 12-19 April 2015

Reservation Request Form

Please send this completed Reservation Request form by fax or E-Mail to both the **hotel** and **National Organizing Committee** (see contact details below) before **01 April 2015**

Hotel Reservations **Telephone :** + 974 4422 1133, 4422 1121, 4433 2222 **Fax :** + 974 4431 5277 & 4432 6887 **E-Mail : reservations@cityinn.com.qa**	**National Organizing Committee** **Telephone : + 974 2342560** **Fax : + 974 44315476** **E-Mail : hotelscongress@moi.gov.qa**

Nationality	
Passport Number	
Family Name	Mr / Ms / Mrs
First Name(s)	
Address	
Telephone	
Fax	
E-Mail	
Delegation Name	Country: Organization: Individual Expert:
Arrival Date (dd/mm/yy) *	
Flight Nbr & Time of Arrival (hh:mm)	
Departure Date (dd/mm/yy)	
Flight Nbr & Time of Departure (hh:mm)	

Room type (Please tick the required type)

Standard Room Single ☐ 1 person (96 USD / 350 QAR)
Standard Room Double/Twin ☐ 2 persons (110 USD / 400 QAR)

Please note that alcoholic beverages are not served / permitted in the hotel restaurants & public areas.

Credit Card Guarantee

Please note that a credit card guarantee is required by the hotel to confirm this reservation.	Card Type	☐ Visa ☐ Amex ☐ Diners ☐ MC ☐ JCB
	Card Nbr	
	Expiry	
	Card Holder	

Reservation Link	http://cityinn.com.qa/site/reservation

TERMS AND CONDITIONS

1) Rates are net and quoted in Qatari Riyal which includes daily buffet breakfast, 2 pcs of laundry, airport pick up and drop (one time only on arrival & departure), local phone call, bottle of mineral water in the room, cabled internet, newspaper on request.
2) Please note that reservations will be handled in order of receipt and **subject to availability** at the hotel at the time of booking.
3) Early check in and Late check out policy:

- Early check-in charges, from 05:00 – 09:00 hrs, full room rate will be applied. From 09:00 – 13:00 hrs, half of the room rate will be applied.
- Late check-out, from 12:00 hrs until 14:00 hrs is free of charge and subject to availability.
- From 14:00 hrs until 18:00 hrs, 25% of the designated rate will be applied.
- From 18:00 hrs until 21:00 hrs, 50% of the designated rate will be applied.
- After 21:00 hrs, full night rate will be applied.
- Late check-out must be confirmed with the Front Desk at least 24 hrs prior to the check-out and will be subject to availability.

Check-in Time: From 15:00 hrs **Check-out: Maximum 12:00 hrs**

Cancellation policy:
For cancellations notified after 01 April 2015 and no-shows, cancellation charge will be applied to the guest credit card. Cancellation must be done in writing by fax or email.

PO Box 22920, Old Salata Area, Doha, Qatar
Tel: + 974 4433 2222 Fax: + 974 4432 6887 Website: www.cityinn.com.qa

Official use

Confirmation N°:	
Confirmed by:	Date: