



**ROOM RESERVATION FORM**  
Internal Audit 2020 – and beyond  
**12 – 14 April 2018**

**Mercure Budapest Buda**

H-1013 Hungary, Budapest, Krisztina körút 41-43. Tel: +36 1 488-8155, Fax: +36 1 488-8178

E-mail: [h1688-sb4@accor.com](mailto:h1688-sb4@accor.com)

The deadline of application is **26<sup>th</sup> March 2018** and reservations will be confirmed by the hotel.  
After **26<sup>th</sup> March 2018** or earlier if the allotment gets sold out, confirmation of accommodation is subject to availability.

**Rates (please choose one of the following options below):**

- |                          |                                  |                          |
|--------------------------|----------------------------------|--------------------------|
| <input type="checkbox"/> | STANDARD single room             | EUR 84,- / room / night  |
| <input type="checkbox"/> | STANDARD double room             | EUR 96,- / room / night  |
| <input type="checkbox"/> | SUPERIOR / PRIVILEGE single room | EUR 104,- / room / night |
| <input type="checkbox"/> | SUPERIOR / PRIVILEGE double room | EUR 116,- / room / night |

**Room rates include buffet breakfast, WiFi usage, VAT (18%) but exclude local tax (4%)**

*Additional nights are on request and depend on availability.*

*These special rates are valid for **3 days pre and post** conference stay as well.*

**Arrival date:** ..... **Departure date:** .....

**Last name:** ..... **First name:** .....

**Phone:** ..... **E-mail:** .....

**Share with:** ..... **Loyalty card nr.:** .....

Payment for accomodation should be made directly to the hotel. In order to guarantee your room reservation, please fill in the following credit card information. **Without these details we cannot accept and confirm the reservation.**

**Owner of the credit card:** ..... **Billing name:** .....

**Credit card type:** ..... **Billing address:** .....

**Number:** .....

**Expiry date:** ..... **Signature:** .....

(The hotel accepts: Visa, Amex, Mastercard, JCB.)

**"I guarantee this room reservation with my credit card. I agree that in the case of late cancellation or no-show, the first night of the accommodation cost will be charged automatically."**

**Booking / Payment information**

1. On receipt of your reservation form your booking will be reconfirmed.

2. Cancellation deadline for the reservation is **14 days** prior to arrival.

3. In case of late cancellation (14 – 8 days prior to arrival) 50% of the accommodation cost will be charged as penalty.  
In case of late cancellation (7 – 1 day prior to arrival) and no show the whole staying cost will be charged as penalty.

4. Check-in time: 14 pm, check-out time: until 10 am.

**Please e-mail or fax this form to Mercure Budapest Buda (to Ms. Luca SOMOGYI)**

**Fax: +36 1 488 8178 or E-mail: [h1688-sb4@accor.com](mailto:h1688-sb4@accor.com)**