

HOTEL REGISTRATION AND CREDIT CARD AUTHORIZATION FORM

(This form is only valid for hotel booking in Ashok, Samrat and Janapat)

Guest Name/ Group Name: _____ / **Conference Code**

Country: _____

Passport Number (if non-Indian): _____

Company Address : _____

Tel No _____ **Email:** _____ **Fax No** _____

Room required in: Hotel ASHOK /Hotel SAMRAT/ Hotel JANPAT (Tick as required)

Date of Arrival: _____ **Departure:** _____

Total number of nights: _____ **Room Type:** _____

Credit Card Type : _____

Credit Card Number: _____

Expiry Date : _____

Cardholder Name : _____

I/We authorize THE ASHOK, NEW DELHI to charge my Credit card account for one night for NO SHOW

Copy of credit Card (Front and Back side)

(Signature of Credit Card Holder)

The scanned copy of completed form should be sent to:

a) roomreservations@theashok.com

Terms & Conditions:

01. Special rate available for booking received 30 days prior to arrival(i.e.14/01/12)
02. Booking need to be confirmed / guaranteed by a valid credit card. Please find attached copy of credit card authorization form with authorization to charge one night room rent.

Cancellation Policy:

01. Booking can be cancelled 30 days prior to arrival.
02. No refund if bookings cancelled after 30 days prior to arrival.

Early Check In

01. Check In before 6:00 am will be charged for one additional day
02. Check In between 6:00 am & 8:00 am will be charged 50 % of room rent

Late Check Out

01. Check Out between 12:00 noon & 06:00 pm will be charged 50% of room rents
02. Check Out after 06:00 pm will be charged for one additional day

Contact Details for Hotel Room Reservations

The Ashok

**Diplomatic Enclave,
50B, Chankyapuri
New Delhi – 110021
Tel. No – 91 – 11 – 26110101
Fax No – 91 – 11 – 26114401
Email – roomreservations@theashok.com**

**Contact Person
Mr. Timothy Sudhir V. – 09711550084**

Hotel Samrat

**Kautilya Marg,
Chankyapuri
New Delhi – 110021
Tel. No – 91 – 11 – 26110606
Fax No – 91 – 11 – 26887047
Email – info@hotelsamrat.co.in**

**Contact Person
Mr. Samant Kumar – 09650231166**

Hotel Janpath

**Janpath,
New Delhi – 110001
Tel. No – 91 – 11 – 23340070
Fax No – 91 – 11 – 23347083
Email – hoteljanpath@yahoo.co.in , fomjanpath@gmail.com**

**Contact Person
Ms. Sapna Kashyap – 09560197471**