



# RESERVATION FORM

BEGIJNHOF CONGRES HOTEL

KU Leuven – MTM

**SVS 2015** (G75902)

15/04 – 17/04/2015

**Please return by e-mail or by fax before 04/03/2015.**  
After this date reservations can only be accepted upon availability.  
Reservations can only be guaranteed with valid credit card details.

## 1. BOOKING DETAILS

Salutation : Mr. / Mrs. / Ms. / Miss / Prof. / Dr. / Mr.&Mrs. / Mr.&Mr. / Mrs.&Mrs. / ....  
Name : .....  
First name : .....  
  
Name Company : .....  
Address : .....  
Postal code & City : .....  
Country : .....  
  
Telephone number : .....  
Fax number : .....  
E-mail address : .....  
  
Arrival Date : .....  
Departure Date : .....  
Number of persons : .....

## 2. RATES

Room Type	Rack Rate 2014	University Rate
Single room Easter Holiday	€ 278,00	€ 112,00
Double room Easter Holiday	€ 299,00	€ 132,00

These rates are per room, per night; breakfast buffet, VAT, City tax and high-speed Wi-Fi included.

## 3. GUARANTEE

Credit card number : .....  
Expiry date : ...../.....  
  
Signature : .....

## 4. CANCELLATION POLICY

Reservations can be cancelled without costs till 24 hours before the day of arrival  
When cancelled between 24 hours before the day of arrival and 16h00 on the day of arrival 50% of the room rate of the first night will be charged.  
When cancelled after 16h00 on the day of arrival or in case of No Show 100% of the room rate of the first night will be charged.  
Please note that cancellations always need to be confirmed by e-mail or fax.