***Automechanika Astana***

***23-26th of June 2022***

***Wyndham Garden Astana***

*Please complete all sections below and send this form directly to* ***Reservation Department***

***Fax number: +77172 790001; Direct Tel: + 77172 790000***

***Email:*** ***reservation@wyndhamgardenastana.com***

|  |  |
| --- | --- |
| *Title (Dr., Mr., Ms., Mrs., etc.)* |  |
| *First name:* |  |
| *Last name:* |  |
| *Telephone number:* |  |
| *Facsimile number:* |  |
| *E-mail Address:* |  |
| *Arrival Date/Flight details/Time:* |  |
| *Departure Date/Flight details/Time:* |  |
| *Total number of nights*  |  |
| *Airport pickup/drop off\* (Yes/No):* |  |

***\*Please note that airport pick up or drop off is subject to additional charge at KZT 5000***

|  |  |  |
| --- | --- | --- |
| ***Room type*** | ***Special Room Rate per room per night, TENGE\**** | ***Check box*** |
| ***Standard King Single*** | ***20 000*** | *[ ]*  |
| ***Standard King Double*** | ***25 000*** | *[ ]*  |
| ***Business Suite (single occupancy)*** | ***35 000*** | *[ ]*  |
| ***Business Suite*** ***(double occupancy*** | ***40 000*** | *[ ]*  |
|  |  |  |

*\*The rates include Buffet Breakfast, unlimited WI-FI internet access, access to Green Fit fitness center, and VAT at 12%.*

* *The rates are applicable for* ***Automechanika Astana***  *participants only .*
* *Special rates are valid for bookings during period from 21th till 27th of June 2022.*
* *All reservations are subject to room availability.*

***PAYMENT INSTRUCTIONS***

***PLEASE NOTE THAT THE ROOM RATES ARE QUOTED AND WILL BE CHARGED IN LOCAL CURRENCY (KAZAKH TENGE).***

|  |  |
| --- | --- |
| CANCELLATION POLICY**Please note that the following cancellation fees will be applied:*** **Any cancellations received 24 hours before arrival is free of charge.**
* **Any late cancellations (after 24 hours) or no-shows are subject to 100% charge of the first night room rate.**
 | ***ADDITIONAL INFO*****Hotel check in time – 2 pm (14.00)****Hotel check out time – 12 noon (12.00)**Early Arrival fee is 50% of a rate for a booked room, VAT inclusive, and it applies for all early arrivals from 06:00 until the hotel’s official check-in time at 14:00. In case of check-in earlier than 06:00 AM, 100% of a room rate for previous night will be charged. Late Departure fee is 50% of a rate for a booked room and it applies for all late departures after the hotel’s official check-out time at 12:00 noon until 18:00. After 18:00 hotel charges payment of 100% for one full night. |

Please guarantee your reservation by quoting your credit card details below.

Please note quoting your credit card details you agree with Hotel cancellation policy and any cancellations or no show fees will be charged from the credit card provided.

THE ABOVE FORM IS NOT VALID WITHOUT THIRD PART AUTHARIZATION FORM FOR CREDIT CARD

SEE BELOW AUTHARIZATION FORM

THIRD PARTY AGREEMENT

 I hereby authorize **“Wyndham Garden Astana”** to use the below mentioned credit card for the charges that I have specified.

**Credit Card Holder’s Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Credit Card Holder’s Address**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Credit Card Holder’s Work/Mobile Telephone Number

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Credit Card Type: □ Master □ VISA □ Maestro □ American Express

**Credit Card Number**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Card Expiration Date**:\_\_\_\_\_\_\_\_\_\_\_\_

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**Authorization is for**:□ Accommodation Only

 □ Extras Only

 □ Accommodation & Extras

 □ Late cancellation and no show fees

**Please, fill in this part if you pay for the other person**

The authorization covers the expenses of:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Arrival Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Departure Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Amount (12% VAT inc): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\**Please note that room rate is payable only in National currency Kazakh Tenge (KZT) only at the hotel Internal Exchange rate.*

**Cardholder’s Signature**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The above form is not valid without copies of credit card (both sides) and owner’s ID**