

**HOTEL RESERVATION FORM**

<b>GROUP'S NAME</b>	<b>ebankIT Summit 2023 - 06-08 NOVEMBER 2023 PORTO</b>
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<b>Client's Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>E.mail</b>	
<b>Arrival Date</b>	
<b>Departure Date</b>	

**Type of room required for your stay at the Crowne Plaza Porto ? (Please tick)**

<b>Standard Room for Single occupancy</b>	115,00€	
<b>Standard Room for Double occupancy</b>	130,00€	

**+ City Touristic Tax: 2,00€ per person / per night**

- Rates per night and inclusive of buffet breakfast served in the Restaurant (07/10:30 am).
- Free Wi-fi and Free access to Fitness Room

**AVAILABILITY**

Reservation will be subject to availability upon reservation request.

**GUARANTEE YOUR RESERVATION:**

Reservations must be guaranteed by credit card:

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**Direct Credit Card**

Please complete all fields mentioned below regarding credit card details:

<b>Credit Card Number</b>	
<b>Expiry Date</b>	
<b>CVV number</b> <i>(last 3 digits at the back of the Card except AMEX which are the last 4 digits)</i>	
<b>Authorized signature</b>	

or

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**Credit card by secure link**

Please send the reservation form and an official link will be sent to your email.

**Payment Conditions:**

- Hotel will charge the 1<sup>st</sup> night to your credit card upon receipt of this form duly completed and signed.
- The remaining nights will be paid when checking-out.

**Cancellation Policy:**

- Cancellation made until 15/09/2023 - penalties will not apply.
- Cancellation/Reduction made between 16/09/2023 and the arrival date – reservation will be charged to the provided credit card for the whole stay.

**Please send this form back by email to:**

[opocp.events@ihg.com](mailto:opocp.events@ihg.com)

**As soon as we receive your reservation form, Hotel will send you the confirmation by email.**

**We look forward to a successful and rewarding conference. Thank you!**

**HOTEL CROWNE PLAZA PORTO**