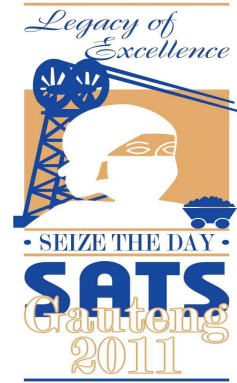


# Accommodation Booking form

Kindly complete this form and return it before 4 May 2011, to:  
 Tel.: (051) 436 8145 Fax: (086) 275 2869  
 E-mail: [congress@internext.co.za](mailto:congress@internext.co.za)  
 SATS Congress, ABSA,  
 Account number: 405 982 5362; Branch code: 632 005



At the Birchwood Hotel & OR Tambo Conference Centre they pride themselves on offering you a four star property at three star rates with service standards that simply make your life easier. All the rooms are walking distance to the congress venue

The rates below are only for bed and breakfast. The room rates quoted exclude lunch, dinner and incidental expenses (Telephone, laundry, bar fridge ect.)

Surname: \_\_\_\_\_ Initials: \_\_\_\_\_ Title: \_\_\_\_\_

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

Tel.: [w] (\_\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

**\*\*\*\*PLEASE NOTE\*\*\*\***  
 We made a block reservation and need to pay the hotel on 08 April 2011  
 Last day for accommodation booking is 31 March 2011. After this date availability at Birchwood Hotel cannot be guaranteed.  
 If you haven't paid your accommodation in full by 31 March 2011 we will cancel your booking without further notice.

**BIRCHWOOD HOTEL**

SINGLE ROOM	TWIN	COMMUNE ROOM ( 3 PERSONS )	COMMUNE ROOM ( 4 PERSONS )
R 1 090-00 per person per night Bed & Breakfast	R 1 400-00 per room per night Bed & Breakfast	R 570-00 per person per night Bed & Breakfast	R 500-00 per person per night Bed & Breakfast
One bed in the room, one person in the room	Two beds in the room, two persons to share the room	Two double beds in room, three persons to share the beds and the room	Two double beds in room, four persons to share the beds and the room

I will share the room with:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Arrival date: \_\_\_\_\_ Departure date: \_\_\_\_\_

**General**

- Check in Time is 14:00 and all rooms are to be vacated by 11:00 on the date of departure.
- No guests will be entitled to bring onto the premises any liquor, beverages or food without having obtained the written consent of Birchwood

Please note that you will be held personally responsible for full payment of accommodation fees in the event that your company / organisation do not pay.

Signature: \_\_\_\_\_