



**ROOM RESERVATION FORM**  
**THE TELECOMMUNICATIONS REGULATORY AUTHORITY**  
**“ITU DIGITAL SKILLS CONFERENCE”**  
**16-18 SEPTEMBER 2024**

Guest Name (As indicated in the passport): \_\_\_\_\_

Check-In Date: \_\_\_\_\_ Check-Out Date: \_\_\_\_\_

Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Flight details: \_\_\_\_\_

Type of Room \_\_\_\_\_ Single / Double Room \_\_\_\_\_

Check in time 1400 hrs. / Check out 1200 hrs.

**Type of accommodation required (Please tick the appropriate box)**

Room Category	GROUP Rate (Inclusive of Breakfast)		✓
	Rate Before Taxes	Rate After Taxes + Accommodation Fees (BD 3.300 net)	
Superior Single Room	BD 50.000 +++	BD 66.825 net	
Superior Double Room	BD 60.000 +++	BD 79.530 net	
Deluxe Single Room	BD 60.000 +++	BD 79.530 net	
Deluxe Double / Twin Room	BD 70.000 +++	BD 92.235 net	
Single Grand Deluxe	BD 70.000 +++	BD 92.235 net	
Double Grand Deluxe	BD 80.000 +++	BD 104.940 net	
Single Luxury Room	BD 80.000 +++	BD 104.940 net	
Double / Twin Room Luxury Room	BD 90.000 +++	BD 117.645 net	
Single Platinum Room	BD 100.000 +++	BD 130.350 net	
Double Platinum Room	BD 125.000 +++	BD 162.113 net	

*The above mentioned rates are subject to 10% service charge + 5% govt levy + 10% VAT taxes per room per night + BD 3.300 net as the accommodation fee. ROOM TYPES ARE SUBJECT TO AVAILABILITY.*

<b>Reserved By:</b> _____ <b>Company:</b> _____ <b>City:</b> _____ <b>Country:</b> _____ <b>Payment Terms:</b> Own Account (To be settled prior to departure)	<b>Fax No:</b> _____ <b>Tel No:</b> _____ <b>Email:</b> _____ <b>Airport Pickup:</b> YES _____ NO _____ <b>Visa requirement:</b> YES _____ NO _____
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If you require visa please contact us directly.

**Please guarantee my booking to the following Credit Card:**

AMEX     
  Diners     
  Mastercard     
  Visa

Card Holder's Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Signature on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**A recto/verso photocopy of your Credit Card is also required to be able to guarantee your booking.**

**TERMS AND CONDITIONS:** Please note that once the hotel received this form, the booking will be guaranteed to the above Credit Card and subject to the below cancellation policy:

- a. In case of any cancellations **prior to 21 days** of the expected arrival date, **25% cancellation charge** will be collected by the hotel.
- b. In case of any cancellations **14 days** of the expected arrival date, your Credit Card will be automatically charged **50% of the room rate booked for the first night of the booking.**
- c. In case of any cancellations **7 days** of the expected arrival date, your Credit Card will be automatically charged **100% of the room rate booked for the first night of the booking.**

**GULF HOTEL BAHRAIN CONVENTION AND SPA**

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