

## STUDENT SLEEPING ROOM REQUEST

23 -27 June 2019

Berlin, GERMANY

email or fax form to: [reservation@estrel.com](mailto:reservation@estrel.com)  
Fax: +49-306-831-2345

First/Given Name: \_\_\_\_\_ Family/Last Name: \_\_\_\_\_  
Organization: \_\_\_\_\_ Department: \_\_\_\_\_  
Street: \_\_\_\_\_ City: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_  
State: \_\_\_\_\_ Country: \_\_\_\_\_  
Phone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_  
Email: \_\_\_\_\_

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

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

**Number of Adults in Room:** \_\_\_\_\_ Maximum 3 people per room

Single €108 – 1 Double Bed       Double €108 – 2 Single Beds

Student sleeping rooms are assigned on first come, first served basis and there are a limited number of rooms available. All student rooms are atrium facing rooms and cannot be changed.

The hotel will contact you directly for your credit card details. Room is NOT guaranteed until credit card is received and confirmed by the Estrel Berlin. This credit card will not be charged in advance of arrival, payment is due upon arrival at the hotel by the guest. Only in case of applying cancellation and/or no-show charges, the advised credit card will be charged by the hotel.

The cut-off date is May 9, 2019. Reservations made after the May 9 cut-off date will be confirmed subject to availability of space and non-group rates. To cancel your reservation, please contact the Estrel Berlin at least 4 weeks in advance of arrival to avoid fees. Cancellations less than 4 weeks in advance or no-shows will be charged 80% of the contracted room rate for all nights.

### Hotel General Information

Check-In Time: 3:00 p.m.

Check-Out Time: 12:00 p.m.

Garage parking is available for €18.00/day.

Breakfast will be charged with additional € 19,00 per person and day.

Room rates include service charges and VAT.

Hotel room reservations may be cancelled or the duration of stay shortened up until 4 week prior to arrival date without penalty. Afterwards a cancellation fee in the amount of 80% of the contracted room rate, per room, per night, may apply. This penalty applies to all the nights and rooms cancelled after cancellation deadline. It also may apply to rooms cancelled as a result of shortening the duration of one's stay.

Room reservations are guaranteed for late arrival after 6pm. In case of no show, the penalty of 80% of the contracted room rate, per room, per night, also applies and will be charged.