



PERSONAL INFORMATION

Last name: _____ First name: _____
 ID card: _____ Institution: _____
 Address: _____ City: _____
 Province: _____ ZIP code: _____ Country: _____
 Telephone #: _____ E-mail: _____

Reservation (official hotels)

Rates are quoted in US dollars and 21% VAT is not included. Rates per room / night.

Hotel	Room type	Check IN	Check OUT	Rate p/day (without VAT)	Total stay (without VAT)	Specific requirements
				USD	USD	<input type="radio"/>
				USD	USD	<input type="radio"/>

SPECIAL REQUIREMENTS

- (1) Early check in (*) (2) Late check out (*) (3) Double (double bed) (4) Double (twin)
 (5) Specific requirements (*) to book, it is necessary to pay the extra night

Payment terms and conditions – CANCELLATIONS

Reservation guarantee

Credit card. The credit card information is necessary to guarantee the hotel reservation. No deposit will be charged to the credit card upon reservation. A penalty will be charged to the credit card in the event of cancellations or no show (see terms and conditions below).

Wire transfer. Please ask for bank information to guarantee the reservation with the payment of one night rate. The corresponding wire transfer receipt must be sent to: hoteleria@g2consultora.com
 G2 Consultora sends the reservation request directly to the hotel; this is an exclusive service to the Congress participants. The Hotel collects the reservation and issues the corresponding invoice.

Cancellation policy (official hotels)

Cancellations received until August 5, 2019: will have no penalty.
 Cancellations received from August 6, 2019: one night will be charged as cancellation fee.
 Cancellations received after October 15, 2019 (cancelled rooms – cancelled nights or no-show). No reimbursement will be made.
CANCELLATIONS: Must be sent via e-mail to: hoteleria@g2consultora.com

* To guarantee the reservation, please complete the credit card information. Otherwise, the reservation will not be processed.

CREDIT CARD INFORMATION

Credit card Visa MarterCard American Express

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

First / last name _____ ID card holder _____

Expiration date _____ Security code _____

E-mail _____ Reservation date _____

Signature _____

*All fields must be completed to process the reservation.
 I authorize the use of this credit card to guarantee the reservation based on the hotel cancellation policies.*