Best Available Rate Reservation

Required fields are denoted with an asterisk*.

*First name: _____
*Middle name: _____
*Last name: _____
Company name: _____

Billing address

*Street address: _____
Zip or postal code: _____
*Country: _____
*Email address: _____
*Telephone or mobile number: _____

I hereby authorize the Dimitri Hotel to charge the following credit card:

Type of card (only Visa or MasterCard): _____
Card number: _____
Security code / CVV / CVC:
(3 digits on back of card) _____
Expiry month and year:
(example: "05 12" means May 2012) _____
Name as shown on the card: _____

3 Digit Verification Number

For the following hotel accommodation and services:

*Guest's first name: _____
*Guest's last name: _____
*Room type: _____
(single, double, twin, suite, presidential)
*Arrival date (example: 10 May 2012): _____
*Departure date (example: 11 May 2012): _____
Arrival flight number and airline: _____
Landing time: _____

The amounts:

*Room accommodation: _____
Airport transfer(s): _____
Meals / room service: _____
Miscellaneous: _____
Credit card processing fees (2.5%): _____
Total in U.S. dollars: _____

General Policies:

- Credit cards accepted: Mastercard, Visa
- All taxes and charges are included in rates.
- Check in: 14:00
- Check out: 12:00

Reservation Policies:

- Cancel 1 day prior to arrival date by 14:00 local hotel (GMT+3) time to avoid credit card charges.
- No shows will be charged 1 night room and tax.
- Guarantee to valid credit card required at time of booking.
- Fax cancellation requests to the fax number below. Cancellations by other methods are not accepted.
- Customer shall provide cancellation fax (denoting the number below and the transmission time and date), if requested by the hotel.

Date and location_____

Signature of the card holder _____

Please attach the following documentation:

1. **Front and back** of the credit card (please ensure that the card details are readable).
2. **Valid ID of the card holder** (passport, driver's licence, ID card with photograph).

FAX the filled and signed form and the documentation listed above to:

FAX +251 11 64 53 145

Email requests detailing credit card information will NOT be accepted for security reasons.

Thank you.

The Management
Dimitri Hotel
Addis Ababa, Ethiopia