

**H O T E L R E S E R V A T I O N**

Special room rates for the attendees of the **ATMIA Conference** have been negotiated. To take advantage of these rates and ensure your accommodation at the hotel, reservations should be made by completing this booking form and faxing it directly to SOUTHERN SUN CAPE SUN by **15 AUGUST 2010**. Reservations received after this date or after the group block has been filled, will be acceptable on a room available basis.

Title: ..... Last name: ..... First name: .....  
 (Sharing with) Title: ..... Last name: ..... First name: .....  
 Passport/ ID number: .....  
 Company: ..... City: ..... State: .....  
 Address: .....  
 Postal Code: ..... Country: .....  
 Tel (including int. dialling code and area code): ..... Fax: .....  
 Email: .....  
 Conference registration number: .....

**PLEASE NOTE THAT DUE TO NEW LEGISLATION – PASSPORT OR IDENTITY DOCUMENT NUMBERS AS WELL AS ADDRESSES MUST BE PROVIDED**

**PLEASE RESERVE FOR ME THE FOLLOWING ROOM-NIGHTS AT SOUTHERN SUN CAPE SUN**

Standard Rooms: R1085.00 (Single Bed & Breakfast)       R 1285.00 (Double Bed & Breakfast)   
 Occupancy: SINGLE     DOUBLE       SMOKING     NON-SMOKING   
 Arrival date: ..... Time: ..... Departure date: .....  
 Airport transport: YES     NO  (R 325.00 per person one way) *Rates are subject to change in 2010*  
 Arrival date: ..... Arrival time: ..... Airline and Flight number: .....

All fees are in South African Rand. Rates are inclusive of 14% VAT, but exclude any National or Provincial Tourism or other Levies that may be inquired by Legislation from time to time. Rate does not include the SA Tourism levy currently 1% of Accommodation portion only.

**RESERVATIONS MUST BE GUARANTEED WITH A MAJOR CREDIT CARD – PERSONAL OR COMPANY CHEQUES WILL NOT BE ACCEPTED ON CHECK-IN**

I guarantee my room with:      MASTER CARD       VISA       DINERS       AMERICAN EXPRESS

Card Number: 

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Expiry Date: 

M	M	Y	Y
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 CVC No. (Last 3 digits on back) 

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 Signature \_\_\_\_\_

**Banking Details**  
 Nedbank, Heerengracht Branch  
 Branch Code: 1031 0900; Account Number: 1031 272283

**TERMS AND CONDITIONS**

1. **One NIGHTS ACCOMMODATION** will be charged once booking form has been received. Should the booking be cancelled 30 days prior to arrival the full amount will be non refundable. **(Note: NO Personal cheques will be accepted)**
2. Check in time is 14h00 & check out time is 11h00. Please ensure prior arrangements are made in the event of early or late departures.
3. No Accommodation will be considered guaranteed unless we are furnished with Credit card details or the accommodation pre-paid.
4. All no-show accommodation will be liable for full cancellation fees
5. When completing this form the above mentioned party gives the hotel the right to charge the above mentioned credit card

**Please return this form to:**  
 GEORGINA SCHIERHOUT  
 Southern Sun Cape Sun, PO Box 4532, Cape Town 8000  
 Tel: +27 21 4885100 / Fax: +27 21 4261660 / E-mail: GeorginaS@southernsun.com