

20th Sept.2021

Dr. Samir Patra

Rourkela

Cell No: 7008671672

Email:

Sub: Special Rate for Doctors accommodation for attending conference in the month of Nov.2021
(The proposed date is 13th & 14th Nov.2021)

Dear Sir,

Namaskar.....!!!!!!!

It is indeed our pleasure writing to you and thank you very much for showing interest in our property. With reference to the above subject, we are happy to offer a very special rate to your esteemed guests.

Room Category	Occupancy	Rack Rate/night	Special Rate	GST	Plan (CP)
Executive Room	Single Occupancy	Rs.5,000/-	Rs.3,500/-	12%	Bed & Breakfast
	Double occupancy	Rs.6,000/-	Rs.4,000/-	12%	
Deluxe Room	Single Occupancy	Rs.5,500/-	Rs.3,800/-	12%	Bed & Breakfast
	Double occupancy	Rs.6,500/-	Rs.4,500/-	12%	
Extra Bed		Rs.2,000/-	Rs.1,500/-	12%	Bed & Breakfast

The Above Tariff is inclusive of:

1. Buffet Breakfast as per Occupancy.
2. Complimentary Wi- Fi.
3. 2 Bottles of Packaged Drinking water per day.
4. Tea/Coffee maker in the room.

Special Add-ons:

Apart from above services we are pleased to offer:

1. 15% Discount on A-La-Carte order only.
2. 20% Discount on Laundry services.



Hotel Terms & Conditions:

1. Above rates will be applicable for the reservations received through your office.
2. Check in & Check out time: 24 hours.
3. Extended Check out is subject to availability and chargeable on the offered rate.
4. For arrivals at the hotel prior to 0700 hours, the reservation needs to be made.
5. Mandatory for any Indian to carry a valid identity proof to produce at the time of arrival.

Cancellation Policy:

1. If cancelled before 15 days of the date of arrival: No retention charge.
2. If cancelled within 07 – 15 days of the date of arrival: 50% of the 1st night stay will be charged as retention charge.
3. If cancelled within 02 – 07 days of the date of arrival: 75% of the 1st night stay will be charged as retention charge.
4. If cancelled within 24-48 hours of the date of arrival: 100% of the 1st night stay will be charged as retention charge.
5. If cancelled on the day of arrival entire amount for stay will be charged as retention.
6. Guest Checks in and immediately checks out prior to his departure date the full amount will be forfeited.

Settlement of bills:

- Bills will be settled by the individual guests at the time of departure either by Credit Card or by Cash.
- We may extend you credit facilities subject to the credit application form acknowledge by your authority.

On signing of this agreement the above terms & conditions and offers shall be binding for both the parties.

Looking forward to have a fruitful association with your esteemed organization.

Sincerely yours,

(Sashi S Panda)
Manager Accommodation
M: 9238413051

MAYFAIR Rourkela
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