

**Cancellation Policy:**

If Group cancels this Agreement or part of this Agreement, Group will provide written notice to Hotel, accompanied (except in the case of a Force Majeure) by payment of the amounts indicated below: The parties agree that the amounts included in this Cancellation clause are reasonable estimates of the losses that would be incurred by Hotel and factor in Hotel's ability to mitigate its losses through resale.

- From the agreement date to 120+ days prior to arrival date: 0% of the Total Minimum Revenue.
- From 61 days to 119 days prior to arrival date: 40% of the Total Minimum Revenue.
- From 31 days to 60 days prior to arrival date: 60% of the Total Minimum Revenue.
- From 15 days to 30 days prior to arrival date: 75% of the Total Minimum Revenue.
- Within 14 days to 7 days prior to arrival date: 100% of the Total Minimum Revenue.
- Within 7 days prior to arrival date: 100% of Total Contracted Revenue.

The Hotel shall have the right to cancel this Agreement if the Group fails to pay any installment of the deposit (as set out in the deposit schedule below) on the due date. If the Hotel exercises its right to cancel the Agreement the Group shall be liable for the balance of the payment due in respect of the booking calculated in accordance with the table set out above by reference to the date from which the Hotel exercises its right to cancel. In such circumstances credit will be given for any installments of the deposit already received from the Group.

Should Group choose to book room nights outside the contracted room block, then these rooms will be considered part of this Agreement and will be subject to the same terms and conditions for cancellation and attrition.

**Payment Policy:**

The following deposits are due by Group as set out below. All such deposits are non-refundable. Additional deposits may be required after the date of this Agreement if Group event charges increase or are not covered in this Agreement.

To guarantee your reservation we require following deposit:  
10% of the total reservation value at signature of the contract  
80% of the total reservations value at least 30 days prior to arrival.

To guarantee your reservation we ask to make a notation of your credit card details. This is to guarantee and pay the booking. The credit card details are:

Credit card : .....

Name card owner : .....

Credit card number : .....

Expire date : .....

Failure to make payment of any element of the deposit on the due date may result in the Hotel exercising its right to cancel the Agreement in accordance with the cancellation provisions above.