



## ACCOMMODATION BOOKING FORM – AORTIC 2015

Destination Management Morocco  
 Résidence Amina, N°17, Rue Khalid Bnou Lwalid - Marrakech  
 Tel/Fax: +212 524 011 249  
 E-mail: [sales@dmc-morocco.com](mailto:sales@dmc-morocco.com)

In order to reserve accommodation at one of the official conference hotels, please fill in this form and send it to us by E-mail to: [sales@dmc-morocco.com](mailto:sales@dmc-morocco.com)

### PERSONAL DETAILS

Please note that only properly completed forms with all required details will be accepted.

First and Last name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City and Zip code: \_\_\_\_\_  
 Country: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

### Hotel Rates:

Rates indicated below are in Moroccan Dirham (MAD) and Euro (EUR).

Rates quoted are per room, per night, including breakfast (except for Ryad Mogador Menzah which is Room Only), including 10% VAT and the hotel tax.

HOTEL	SINGLE ROOM Moroccan Dirham (MAD) Price	DOUBLE ROOM Moroccan Dirham (MAD) Price	SINGLE ROOM Euro (EUR) Price	DOUBLE ROOM Euro (EUR) Price
Sofitel Marrakech Lounge and Spa 5*	MAD2230.00	MAD2400.00	EUR207.50	EUR223.00
Meridien N'Fis 5*	MAD1380.00	MAD1610.00	EUR128.00	EUR150.00
Atlas Medina and Spa 5*	MAD1230.00	MAD1410.00	EUR114.50	EUR131.00
Ryad Mogador Menara 5*	MAD1030.00	MAD1210.00	EUR96.00	EUR112.50
Atlas Asni 4*	MAD970.00	MAD1135.00	EUR90.00	EUR105.50
Atlas Idrissides 4*	MAD970.00	MAD1135.00	EUR90.00	EUR105.50
Ryad Mogador Opera 3*	MAD620.00	MAD735.00	EUR57.00	EUR68.00
Ryad Mogador Menzah Apartments	MAD540.00	MAD650.00	EUR51.00	EUR61.00

The Ryad Mogador Menzah also has two bedroom apartments which can accommodate three or four people at the following rates:

HOTEL	TRIPLE ROOM Moroccan Dirham (MAD) Price	QUADRUPLE ROOM Moroccan Dirham (MAD) Price	TRIPLE ROOM Euro (EUR) Price	QUADRUPLE ROOM Euro (EUR) Price
Ryad Mogador Menzah Apartments	MAD700.00	MAD750.00	EUR66.00	EUR72.00

**Book your room:** Please fill in all the details

Hotel name	Type of room: Single, double, triple or quadruple	Check-in date	Check-out date	Total of Nights	Number of Rooms	Number of Persons

**Calculation of the amount due:** Room price x total of nights x number of rooms = Total amount due

Room Price	Total of Nights	Number of Rooms	Total

**TOTAL AMOUNT:**

**Payment Methods:**

**1. By Bank Transfer:**

Account Name: Destination Management Morocco  
 Bank Name: SGMB – Societe Generale Marocaine de Banque – Morocco  
 Branch Name: SGMB Majorelle – Marrakech  
 Account Number: 022 450 000 220 00 0501391753  
 Swift Code: SGMBMAMC

Please note that we use only a Swift code in Morocco. We do not use an IBAN code.

**Once the bank transfer is complete, please send us a copy of the bank transfer documentation so we can trace the payment.**

## 2. By Credit Card:

Please fill in the information below and send it to us by email

Type of credit card (Visa, MC, Maestro, and JCB only): \_\_\_\_\_

Card Numbers (12 digits): \_\_\_\_\_ Expiry date: \_\_\_\_\_

CCV numbers (3 digits on the back): \_\_\_\_\_

Name on the card: \_\_\_\_\_

Amount to be paid in MAD or Euro (including the 4% credit card transaction fee): \_\_\_\_\_

Signature (to authorise the charge to your card): \_\_\_\_\_ Date: \_\_\_\_\_

**NB: All the information collected will remain strictly confidential and be destroyed after use.**

### **Conditions for payment by credit card:**

- 1- For security and anti-theft measures, please scan and send us a copy of the credit card and a copy of your passport. The banking system in Morocco requires us to verify the card holders identity and avoid any unauthorised use of the credit card.
- 2- 4% credit card fee will be applied and added to the total price.

## **AORTIC 2015 Accommodation Booking Procedure and Terms and Conditions**

**To ensure a quick and complete booking procedure, please follow the following steps**

- 1) Reservations at the official conference accommodation will be made on a "first come, first served" basis and on behalf of delegates by the 2015 AORTIC Conference Secretariat. Please complete this booking form in full and email it to [sales@dmc-morocco.com](mailto:sales@dmc-morocco.com).
- 2) You will receive confirmation of receipt of your request by email only.
- 3) Published room rates are valid until **2 November 2015**. Thereafter, rates are not guaranteed and any late reservations will be accommodated according to current rates and availability. In order to finalise your accommodation booking, the full amount due is required as prepayment. Any extras must be settled upon check-out in Moroccan Dirhams (MAD).
- 4) **All amounts are payable in Moroccan Dirhams (MAD) or in EURO**. Any short payment resulting from bank charges and/or exchange rate fluctuations will be charged back to the delegate.
- 5) Once the full payment is received in our account, we will send you a confirmation of booking with a voucher. This process can take up to 7 days.
- 6) When you arrive to your hotel, please present the voucher to the reception desk of the hotel.
- 7) All cancellations must be received in writing.
- 8) Cancellation fees will be imposed as follows:
  - a. Cancellations 90 days prior to the start of the conference (before 16 August 2015) will receive a full refund of all monies paid less a 10% administration fee and local bank charges.
  - b. Cancellations between 89 and 30 days prior to the start of the conference will be refunded 50% of all monies paid.
  - c. No refunds will be provided for cancellations within 30 days of the start of the conference (after 16 October 2015) or no-shows; the delegate will be liable for the full amount due.

## **9) Deadline for bookings**

After 2 November 2015, we will not accept any more booking done by bank transfer or credit card.