



# FLOTTWELL BERLIN

Hotel & Residenz am Park

## Declaration of Acceptance of Costs

Full company name / address (stamp)

Responsible contact person \_\_\_\_\_ Email \_\_\_\_\_

To protect the environment, you are receiving your invoice by email.

We hereby declare that we are assuming the costs for bookings made by us / by our employees:

Guest name: Mr. / Ms. \_\_\_\_\_

Mr. / Ms. \_\_\_\_\_

Mr. / Ms. \_\_\_\_\_

Reservation number(s): \_\_\_\_\_

Arrival / Departure: from \_\_\_\_\_ to \_\_\_\_\_

Accommodation  Breakfast  Parking space  All costs  Other: \_\_\_\_\_

All costs not specified above must be paid by the guest upon departure. Should one of our guests fail to do so, we are entitled to charge your company for the outstanding amounts. In case of late cancellation, failure to arrive, or early departure, we reserve the right to charge 90% of the total price of the booked lodging and services.

The guest(s) mentioned above, settle their own account. Provided credit card details are valid for guaranty only.

The costs are to be charged to the credit card provided below.

Payment by invoice. (IMPORTANT: Please provide a credit card as security in any case!

If you do not provide one, a credit card will be requested from the guest on site.)

MasterCard  Visa  American Express

Credit card number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Expiry date: \_\_\_\_ / \_\_\_\_ (month / year)

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

Payment is due within 7 days from the invoice date, with no deductions. Upon invoicing, the credit card provided above will be charged as security at the end of this term. If the invoice amount is subsequently received in full including all costs, the amount will be reimbursed on the card. A fee of EUR 10.00 will be charged for each reminder. Starting on the 30th day from the invoice date, late payment interest and collection costs shall be charged retroactively to the 8th day.

I/we hereby confirm and accept this declaration of the assumption of costs

Place / date

Legally binding signature / stamp