



Accommodation Rates Information

FORUM EXPATRIATE MANAGEMENT 2021

TUESDAY 2ND, WEDNESDAY 3RD NOVEMBER 2021

Using the code listed below will entitle the guest to a 10% discount from BFR - Best Flexible Rate shown on the hotel's website

The above rate is inclusive of Full Breakfast and Value Added Tax at the prevailing rate, based on single occupancy.

An additional charge of £25.00 inclusive of Value Added tax will apply for double occupancy.

These rates are **subject to availability for the night of the 1st, 2nd and 3rd November 2021**

All reservations require credit card details to guarantee the booking. You are able to cancel the reservation without charge up to 24 hours prior to arrival date without charge, after which, our cancellation policy will apply.

In the event of non-arrival or late cancellation, you will be charged the total for the first nights' accommodation.

Please note, check-in times are from 15:00 hrs and checkout times are until 12.00 noon.

Available to book up to 9 rooms at one time, over this number please contact Group Reservations.

SPECIAL EVENT RATE CODE: FORUM2021

Please note, check-in times are from 15:00 hrs and checkout times are until 12.00 noon.

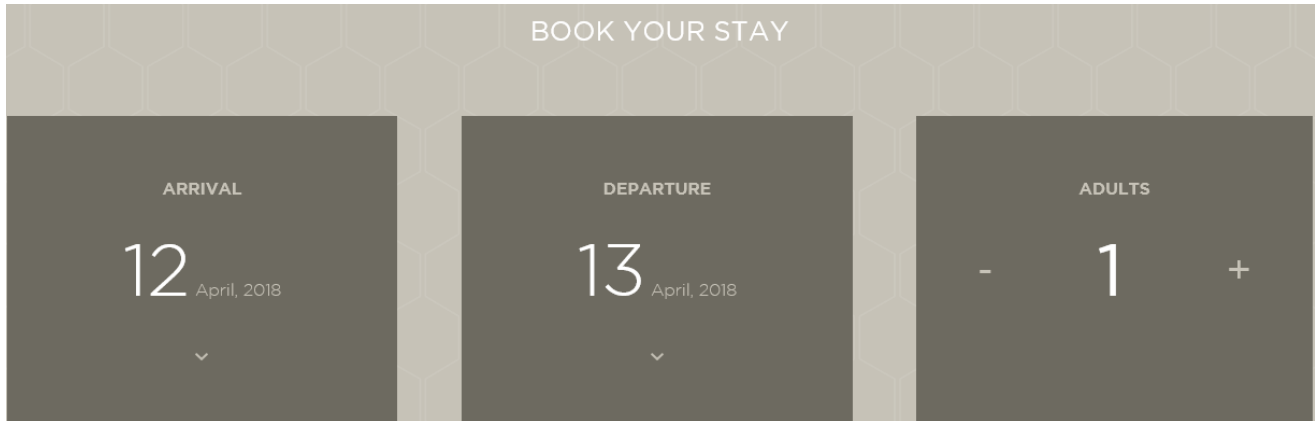
**THIS CODE MAY BE USED TO BOOK ONLINE VIA www.royallancaster.com,
OR ALTERNATIVELY, BY EMAIL book@royallancaster.com**

PLEASE ENSURE YOU QUOTE THE ABOVE CODE AND THE NAME OF THE EVENT YOU ARE ATTENDING TO ACCESS THE AGREED PREFERENTIAL RATE.

Please find below step by step instructions how to book on our website with the access code.

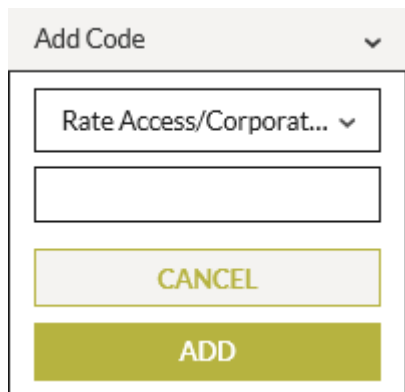
Step 1. Go to our website <https://www.royallancaster.com/> then click **'Book your stay'** in the top right corner

Step 2. Select the stay dates and click on **CHECK AVAILABILITY**



The screenshot shows a 'BOOK YOUR STAY' form with three main sections: 'ARRIVAL' set to 12 April, 2018; 'DEPARTURE' set to 13 April, 2018; and 'ADULTS' set to 1. Each section has a dropdown arrow below it.

Step 3. Click on **Add code** and select **Rate Access/Corporate** from the drop down list. Enter your access code and click **Add button**



The screenshot shows the 'Add Code' dropdown menu. It contains a dropdown list with 'Rate Access/Corporat...' selected, an empty text input field, a 'CANCEL' button, and an 'ADD' button.

Step 4. You can now see all the available room types based on the contracted event rate and you can go ahead and select which room type you want to book.