



RATES INFORMATION & INSTRUCTION

Special Accommodation Rates

<NAME OF EVENT>

<DATE OF EVENT>

Using code listed below, will entitle guest to 15% discount from BFR – Best Flexible Rate shown on hotels web site.

These rates are **subject to availability**.

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 night's accommodation.

Please note, check-in times are from 14:00 hours 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: DFNI130418

THIS CODE MAY BE USED TO BOOK ONLINE VIA www.royallancaster.com,
OR ALTERNATIVELY,
DIRECTLY VIA OUR IN-HOUSE RESERVATIONS TEAM BY EMAILING
book@royallancaster.com OR BY TELEPHONE ON 0207 551 6000

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 <http://www.royallancaster.com>

Step 2. Select the stay dates and click on **BOOK NOW**



BOOK YOUR STAY

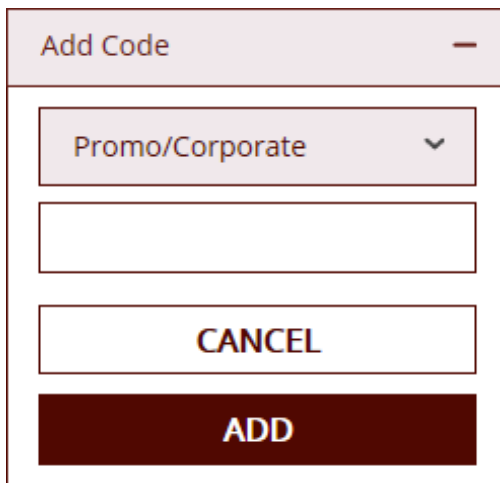
Arrival:
30 September 2012

Departure:
2 October 2012

Adults:
1

BOOK NOW →

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



Add Code

Promo/Corporate

CANCEL

ADD

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.