

2015/145/INTERACT



HOTEL BRUNELLESCHI
THE HEART OF FLORENCE

Florence, 28th of February 2015

To the kind attention of Ing. Pavol Frešo,
President, Bratislava Self Governing Region

INTERACT

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Slovakia

lucia.neczliova@region-bsk.sk

Subject: meeting May 2015

Dear Ing. Pavol Frešo,
Following your kind request, we are glad to confirm availability for the above event, according to the following program and special conditions:

Daily rates: service, VAT and your commission 10% included.

- Meeting room "San Michele" for 50 people (maximum capacity up to 120 people) arranged as you will suggest from the technical sheet attached, n. speakers to be advised. Meeting room is equipped with notepads, pencils, mineral water, candy for speakers, standard audiovisual equipment and technical support.

The meeting room will be at your disposal from 20th of May to 21st of May 2015.

San Michele Meeting Room is located on the 3rd floor, with direct daylight, view on Piazza Santa Elisabetta
Size: 93,72 mq / 1008.8 ft² Length: 14,33 m / 47.11 ft – Width: 6,54 m / 21.50 ft - Height 3.15 m./10.40 ft

Included equipment

- Video: Professional Full HD LCD Projector Sanyo ZM 500 with 5000 a.l
- 16/9 screen 250cm with remote control
- 4 gooseneck table microphone
- 2 wireless handheld microphone, 1 wireless tie microphone
- Laser pen
- Podium
- Flip chart
- Wi fi included. Wi- fi is at disposal of all our Guests, no minimum bandwidth is guaranteed to any Guest and /or Event. For any special need of a reserved and /or a guaranteed bandwidth is required a prior agreement.

General Manager



Ing. Pavol Frešo President Bratislava Self Governing Region
INTERACT

Piazza S. Elisabetta, 3 - 50122 Florence, Italy
Phone +39 055 27370 | Fax +39 055 219653
info@hotelbrunelleschi.it | www.hotelbrunelleschi.it

Gest. B.I.N.F.I. SpA - Sede Legale Via Martelli, 5 - 50129 Firenze
Capitale Sociale: 3.282.977,30 euro i.v.
P.Iva 01043670478 e C.F. 03129270488
Reaistro imprese di Firenze n. 03129270488 - REA 408909



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Daily meeting package:

20th of May and 21st of May 2015

Full day meeting Euro 74,00 per person:

Use of the meeting room, prepared as indicated above

n. 2 coffee breaks

n. 1 3 course Lunch, beverages included

Garage – Valet parking service available Euro 39,00 per day

In addition we offer the following complimentary services

Personal assistance provided by our conference manager during the entire meeting

Technical assistance available during the entire meeting, (set up only)

Printed personalized menus with your company logo

Payment conditions : Please consult policy sheet in attachment

Please send us back this contract once signed by mail or fax

We remain at your full disposal for any further information or assistance you might need, and wish to send you our warmest regards.

Hotel Brunelleschi Firenze

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Hotel Manager

General Manager

Ing. Pavol Frešo, President, Bratislava Self Governing Region
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DEPOSIT AND PAYMENT POLICY

- ❖ 20% of the total amount at booking confirmation. Please note: bank transfers should reach us without any bank fees
- ❖ 50% of the bill 30 days before the arrival (with the previous deposit is 70% of total amount) plus rooming list with arrival date, accommodation required (twin or double room) and details to make out the invoice.
- ❖ Each deposit received will be issued an invoice for the amount paid
- ❖ Settlement at departure; only in special cases and with the authorization of the hotel, issue of an invoice with payment in 30 days. In case of payment delay, we will charge the interest of arrears, as per the provision of the law in force, from the starting time of your facilities.

Failure to comply with the payment terms set out above, will lead to automatic charge, starting from the day after expiry of the invoice, of the default interest in the measurement envisioned by Italian Legislative Decree n. 231 dated 9 October 2012, corresponding to the official discount rate in force on expiry of the invoices, increased by 8 percentage points. The charge will be formalized by issue of an invoice pursuant to article 15 of Presidential Decree 633/72, on a monthly basis.

CANCELLATION POLICY

- ❖ **Until 6 month prior:** possibility to cancel 100% of the facilities reserved (rooms or rentals and services provided by third companies) without penalty.
- ❖ **Between 180 and 90 days:** possibility to cancel 50% of the remaining facilities reserved (rooms or rentals and services provided by third companies) without penalty, for cancellations in excess, a penalty fee equivalent to the 25% of the amount of the cancelled facilities will be charged.
- ❖ **Between 89 and 30 days:** possibility to cancel 20% of the remaining facilities reserved (rooms or rentals and services provided by third companies) without penalty, for cancellation in excess, a penalty fee equivalent to the 50% of the amount of the cancelled facilities will be charged.
- ❖ **Between 29 and 15 days:** possibility to cancel 10% of the remaining facilities reserved (rooms or rentals and services provided by third companies) without penalty, for cancellation in excess, a penalty fee equivalent to the whole cancelled facilities will be charged.
- ❖ **From 14 days prior arrival:** possibility to cancel 5% of the remaining facilities reserved (rooms or rentals and services provided by third companies) without penalty, for cancellations in excess and no shows, The Hotel will apply a penalty fee equivalent to the whole cancelled facilities .

INVOICES

If the terms of cancellation, as they appear in the contract, are not respected, we will charge Euro 74,00 per person , per day , in compensation (no-show). This amount is not liable to V.A.T., as art. 15 par. 1 DPR 633/72 establishes.

The services (rooms, functions and any services and \ or rents) shall be invoiced net of deposits already received. In case of cancellations within the terms, and the deposit appears to be more than the total of the service provided, a credit note for the difference will be issued

- ❖ The minimum guaranteed number of people for the Food & Beverage services have to be communicated five days before the meeting and will be subjected to a 5%+/- variation.
- ❖ The floating percentage is to be applied to the daily room contingent reserved, and not to the total reserved room nights. The same is to be applied to the food & beverage and other facilities

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PRO FORMA INVOICE

Services	Quantity	Arrival	Departure	Days/Nights	Cost	Total cost
Meeting Package full day 20.05 and 21.05	50	20/05/15	21/05/15	2	€ 74.00	€ 7,400.00
Personal computer	1	20/05/15	21/05/15	2	€ 330.00	€ 660.00
Audio recording for two days	1	20/05/15	21/05/15	1	€ 2,280.00	€ 2,280.00
TOTALE PRENOTAZIONE						€ 10,340.00
sono stati calcolati gli importi minimi prevedibili da preventivo						
METODO DI PAGAMENTO						
20% deposit						€ 2,068.00
50% deposit 30 days before arrival						€ 5,170.00
Settlement at departure						€ 3,102.00
Riferimenti Bancari Binfì S.p.a.						
MPS	Abi 01030 Cab 02800					
	Codice Iban					
	IT51Z0103002800000003639604					
	Codice Swift: PASCITMMFIR					

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