

Contract

INTERACT PROGRAMME
JURAJ DROBA

SABINOVSKA 16 PO BOX 106
820 05 BRATISLAVA 25
SLOVAKIA
Tel: 421 2 48 264 171
Email: eva.kruta@region-bsk.sk

Brussels – 28th February 2019

Reference Number	MB0001746940	Group Dates	03.04.2019 / 03.04.2019
Voucher	MQ0000043622	Persons / Room	35 / -
		Currency	EUR

Hotel

NH Brussels Berlaymont, Boulevard Charlemagne 11/19, 1000 Brussels (Belgium)

Dear Mr. Droba,

Thank you very much for choosing the **NH Brussels Berlaymont** for your stay.

It is our pleasure to welcome you on **03/04/2019**.

We will contact you during the coming days in order to go through the contract.

Should any questions arise in the meantime, please do not hesitate to contact me.

We are looking forward to organizing this meeting with you.

Kind regards,

Thomas Van Rossem
Nhmeetingsales.be@nh-hotels.com

CRO Brussels/NH Brussels Bloom
Brussels
www.nh-hotels.com

Contract

Service Details		
Qt x Service x Gross Price (unit)	Schedule	Total Price incl. VAT
NH Brussels EU Berlaymont		
03.04.2019		
Schuman Lobby – Standing 35 Persons:	12:00-16:30	
35 x Water,coffee/tea,softdrinks at lunch	12:00-13:00	€ 507,50
35 x Tempting lunch	12:00-13:00	€ 857,50
35 x Tempting break	15:00-15:15	€ 332,50
35 x Tempting break	16:00-16:15	€ 332,50
Jean Rey I+II+III – U-shape 35 Persons:	12:00-18:00	€ 1.200,00
1 x 3.500 lumens Back Projector, Screen and 1 flipchart	12:00-18:00	€ 200,00
1 x Technical equipment AVP	12:00-18:00	€ 719,95
4 x Flip chart	12:00-16:20	€ 100,00
35 x Tempting break	12:00-18:00	€ 332,50
Subtotal		€ 4.582,45
Total		€ 4.582,45

WiFi and extension cables are included

Technical equipment AVP includes:

Sound system
5 wireless microphones
Laptop

Tempting break includes:

Coffee, tea, water, sweet and salty snacks, etc



Jean Rey I+II+III together

Contract



Schuman Lobby

Program

Based on your request we have composed the above program. The program is shown in chronological order and contains meeting rooms, catering and any required audiovisual equipment.

Meeting Room

Rates are quoted per meeting room per day.

Room rental includes note pads with pens, flip chart, 3 pin boards and presenter's kit.

Audiovisual equipment is not included, unless specifically indicated.

The hotel has the right to change the meeting room initially offered depending the occupancy. The meeting room name will be definitely confirmed a week before the arrival of the group.

Technical Innovation

NH is very aware of the necessity to run a meeting as straightforwardly and smoothly as possible. Let us support you with our innovative technical media. Please do not hesitate to let us know what makes your meeting a success. We will be happy to assist you and give advice!

Prices

All the above mentioned prices include VAT and Service Taxes. Due to governmental amendment, taxes may be changed without prior notice. New taxes (such as city taxes, cultural taxes and others) may be added during the validity of this contract due to new government regulations. In some cases taxes may have to be settled by the guest upon arrival due to new legislation.

Guarantee

Please mark the check box when applicable:

- ☐ All costs to the organization, including extras like telephone and minibar.
 - ☐ The organization will guarantee for the items checked under payment details. Upon check-in, the guests will be asked for a credit card or cash deposit to guarantee any incidental expenses.
 - ☐ The incidental expenses of the guests will be guaranteed by the organization. In case the incidental expenses are not paid upon check-out, the organization will be invoiced by the hotel.
 - ☐ The incidental expenses will be directly guaranteed with a credit card by the tour leader Mr. /Mrs.
-

Contract

Payment

Please mark the check box to define which charges will apply to either **INTERACT PROGRAMME** or to the individual guests:

INTERACT PROGRAMME

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Day Delegate Rate |
| <input type="checkbox"/> | Hotelroom with Breakfast |
| <input type="checkbox"/> | Consumption at hotel bar |
| <input type="checkbox"/> | Beverages excluded of the DDR |
| <input type="checkbox"/> | Beverages at lunch/dinner |
| <input type="checkbox"/> | Beverages in the break-out rooms |
| <input type="checkbox"/> | Coffee break |
| <input type="checkbox"/> | Cocktail |
| <input type="checkbox"/> | Dinner/Lunch |
| <input type="checkbox"/> | Room rental |
| <input type="checkbox"/> | Technical equipment and other amenities in meeting room |
| <input type="checkbox"/> | Additional consumption at the bedroom (e.g. phone, minibar) |
| <input type="checkbox"/> | Faxes, photo copies, telephone |
| <input type="checkbox"/> | Parking |
| <input type="checkbox"/> | Porterage |
| <input type="checkbox"/> | City Tax |

per own account of the guests

- | |
|--------------------------|
| <input type="checkbox"/> |
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Deposit Conditions

The customer must provide the hotel with credit card details **and** transfer a guarantee deposit amounting at most to the reservation value less any interim payments already made. Guarantee deposits received shall be subject to proper accounting procedures, shall serve exclusively as security for the hotel and definitely do not count already realised turnover.

Credit Card Details

Type: _____

Holder: _____

Number: _____

Expiry: _____

Verification: _____

Due on

100% of the agreed total amount must be paid 5 days after the contract signature – but in advance of the event

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Please transfer the above amounts to the below bank account details before each payment due date.

Bank transfer to the hotel's bank account

Name Bank	BNP PARIBAS FORTIS SA
Address	MONTAGNE DU PARC 3
Postal Code	B-1000
City	BRUSSELS
Country	BELGIUM
IBAN	
BIC / SWIFT	

Invoice

After the event we will send the final invoice, minus any applicable and paid deposits to the below address:

INTERACT PROGRAMME EVA KRUTA

SABINOVSKA 16 PO BOX 106
820 05 BRATISLAVA 25
SLOVAKIA

IČO: 36063606 (Identification number)
IČ DPH: SK 2021608369 (VAT Reg. Nr.)

Should the above address be different from the invoice address, please write the correct address below including any relevant specifications.

Company : _____
Address : _____
Postal code & city : _____
Cost centre : _____ (Where applicable)
Reference number : _____ (Where applicable)

NH Hotel Group requires the final invoice to be paid with immediate effect. Please indicate the reference number **MB0001746940** in the bank transfer.

Contract

Prices

Rates are inclusive of all taxes, VAT and service charges.

In case of any changes in tax regulation during the validity of the contract, we reserve the right to adjust rates accordingly.

General cancellation conditions

Cancellation should take place in writing. Verbal cancellations are not legally binding. The date on which the written confirmation of the cancellation is received will be considered the definite date of cancellation. The cancellation fee will be based upon the total value of the reservation, as within the most recent confirmation letter of the group, event or conference.

Cancellation Policies

In case of cancellation, partial cancellation or modification the following fees apply:

Up to 42 days prior to arrival 100% of the agreed total volume can be cancelled free of charge.

Up to 21 days prior to arrival 50% of the agreed total volume can be cancelled free of charge.

Up to 14 days prior to arrival 25% of the agreed total volume can be cancelled free of charge.

Up to 7 days prior to arrival 10% of the agreed total volume can be cancelled free of charge.

No Show

In the event of no-show, the customer will, in all cases, be required to pay 100% of the reservation value (including VAT).

In order to finalize your reservation, please return a signed copy of this agreement before 14/03/2019.

For approval:

For approval:

***Interact Programme
Juraj Droba***

***NH Brussels Berlaymont
Thomas Van Rossem***

All quoted rates are based on rates from the current year and are inclusive of service and VAT. In case of governmental amendment, taxes may be changed without prior notice. New taxes (such as city taxes, cultural taxes and others) may be added during the validity of this contract due to new government regulations. In some cases taxes may have to be settled by the guest upon arrival due to new legislation.

This offer is based on the dates and amounts as provided in your request, should there be any changes an amended offer including terms & conditions will be send.

The following applies to all options (meeting space and accommodation): should the hotel receive another request during the option period provided we will contact you. A shared option on the meeting space and accommodation can be offered to another party. In case the other party would like to confirm you will be asked to make a final decision regarding your option within a period of 24 hours.

Contract

ECO-friendly Meetings

A meeting at NH Hotel Group is more than a meeting, it's an ECOFRIENDLY-MEETING, where you can **make a positive impact** by offsetting the carbon footprint of your meeting.

Our promise to you is this: **every single event in any of our hotels will have the least possible environmental impact.**

We offer an unique service for corporations with a stronger sustainable commitment. We're proud to be **the only international hotel group** to offer carbon-neutral events.

Please contact your NH Group Sales Agent for more information or visit <http://www.nh-hotels.com/meetings/eco-friendly-meetings>

According to the Act 42/2010, December 30, it is forbidden to smoke into the premises of the hotel with the only exception of the smoking rooms in case of availability. In case of breach the provisions above, the property reserves the right to evict anyone who fails the legislation and if necessary to pass on the amount of the sanction and any damages incurred by the establishment .

Following Data Protection Regulations, we hereby inform you that the personal information you are voluntarily and freely providing us, for the purpose of rendering you our services, will be included and processed in the file belonging to NH HOTELES, S.A., registered at the Commercial register of Madrid T 576 S 3ª, F 34, H nº 1467, and VAT Number. A-28.027.944. Furthermore, your personal data will be used for marketing and publicity purposes, unless you state otherwise in writing to our domicile at C/ Santa Engracia 120, 28003 Madrid, Spain. Hereby, you also expressly agree to your personal data being assigned to the companies belonging to the NH Group and associated entities to the same purposes. You hold the right of to access, cancel, rectify and oppose which you may exercise in writing to our corporate domicile above. Be aware that you guarantee and warrant, in any case, the correctness, truthfulness and authenticity of the information provided, and therefore we recommend that you keep such information updated and according to the present situation. We ask you kindly to consent expressly to the aforementioned information/regulations.