

Please note: Bookings cannot be confirmed without this form being duly completed and returned together with a deposit payment within 48hrs. No persons other than those quoted for, are permitted to share the accommodation.

RESERVATION CANCELLATION TERMS & CONDITIONS:

In the event of a Reservation being cancelled or the period of stay reduced, any discount will be subject to revision.
 Cancellations 0 – 7 day prior forfeit 100% of the total value of the Reservation.
 Cancellations 8 – 14 days prior forfeit 75% of the total value of the Reservation.
 Cancellations 15 – 21 days prior forfeit 50% of the total value of the Reservation.
 Cancellations 22 – 28 days prior forfeit 25% of the total value of the Reservation.
 Cancellations in excess of 28 days prior may incur a maximum 10% administration fee to cover banking and handling charges. Early departure - No Refund.
I/ we accept the conditions of reservation that 50% (fifty per cent) non refundable deposit is required to confirm a reservation

PAYMENTS:

All payments can be made via Internet transfers/ electronic transfers; cash or credit cards. Please note we do accept Visa Master Card and American Express cards.
 The balance of the outstanding reservation value is payable on arrival
 Final accounts are to be settled prior to departure

PAYMENT DETAILS:

THE CELTIS MANOR BANKING DETAILS:		
FIRST NATIONAL BANK – SANDTON CITY BRANCH		
ACCOUNT NAME:	THE CELTIS MANOR	
BRANCH CODE:	254605	
ACCOUNT NUMBER:	6202 427 1116	

DEPOSIT PAYABLE BY: Kindly complete

CASH: PLEASE FAX/ EMAIL PROOF OF PAYMENT. KINDLY USE OUR REF. NO. ON DEPOSIT SLIP AS SEEN ABOVE	CREDIT CARD: CARD NO.: CVV NO.: EXPIRY DATE:	INTERNET BANKING: PLEASE FAX/ EMAIL PROOF OF PAYMENT. KINDLY USE OUR REF. NO. ON DEPOSIT SLIP AS SEEN ABOVE
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FINAL ACCOUNT PAYABLE BY:

CASH: PLEASE FAX/ EMAIL PROOF OF PAYMENT. KINDLY USE OUR REF. NO. ON DEPOSIT SLIP AS SEEN ABOVE	CREDIT CARD: CARD NO.: CVV NO.: EXPIRY DATE:	INTERNET BANKING: PLEASE FAX/ EMAIL PROOF OF PAYMENT. KINDLY USE OUR REF. NO. ON DEPOSIT SLIP AS SEEN ABOVE
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DETAILS OF PERSON (S) RESPONSIBLE FOR ACCOUNT:

Full Company Name:	
Address:	
Addressee for accounts:	Email address:
Tel/ Cell:	Fax:
Expected time of arrival:	
Guest's Cell no.:	

I hereby confirm that the above information is correct and hereby accept, (a) The Celtis Manor Terms and Conditions, (b) The above Reservation details & Costs

SIGNATURE:..... COMPANY:.....

TITLE:..... DATE:

We trust that your visit will be pleasant in all respects and look forward to meeting you. Please contact us should you experience any problems or require assistance with your reservation or travel requirements. Directions on how to find us can be downloaded from our website at www.theceltismanor.co.za meanwhile we await your return of this form together with deposit details to confirm this booking.

The Celtis Manor 13 Jupiter Ave Crowthorne Midrand	The Celtis Manor P.O. Box 11065 Vorna Valley 1686	Tel: +27(0)11 468 1355 Cell: +27(0)83 301 6300 Fax: +27(0)11 702 1445 Email: info@theceltismanor.co.za Web: www.theceltismanor.co.za
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