

# The Castle Steps Booking Form

Please fill out, sign and fax your booking form to us using one of the following numbers: 0207-900-3226 (UK); 1-866-461-2637 (US/Canada); 03-8648-5885 (Australia); elsewhere: +44-207-900-3226. Please don't forget to add your International Access Code if you are not using a local number: this is 00 from most countries in Europe, 0011 from Australia and 011 from the US and Canada. You can also scan it and email it to us at [info@castlesteps.com](mailto:info@castlesteps.com); or post it to: The Castle Steps, s.r.o., Nerudova 7, 118 00 Praha, Czech Republic.

## GUEST RESPONSIBLE FOR BOOKING

Full name			
Street			
City/town/village			
County/state/province		Post/Zip Code	
Country			

## ACCOMPANYING GUESTS

	Name	Nationality
1		
2		
3		
4		

## CONTACT DETAILS

	Telephone number inc. country code	Accessible until (please insert the date)
Land-line		
Mobile		
Email		
Second email		

## SLEEPING ARRANGEMENTS

(circle the number)

How many double beds?	How many single beds?
1 2 3 4 5	1 2 3 4 5

## ARRIVAL & DEPARTURE INFORMATION

	Date	Time You Arrive/Leave Prague This is VERY important!	Train or Flight number, name of train station, or coming by car?	Do you want us to arrange a taxi? (€24/£18/US\$36 from the airport or €14/£11/US\$21) from the station)
Arrival				
Departure				

## ACCOMMODATION

	Start date	End date	Total nights	Room or Apartment Name	Currency (please bring this currency)	Amount (please bring this when you arrive) I would prefer to pay by credit card (please tick) <input type="checkbox"/>
1						
2						
3						
Total						

## HOW DID YOU HEAR ABOUT US?

(Please be as specific as possible, including key words you type in a search engine or what websites you used)

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## PERSON RESPONSIBLE FOR PAYING

Date _____	Signature _____
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Please note that your booking is a legally binding contract. We cannot fill spaces at short notice so if you change your plans at the last minute we lose a lot of money. If you cancel your trip less than two weeks before your agreed arrival time we are afraid that there is a cancellation charge of 20%. If you cancel within two days of the agreed arrival time the cancellation charge is 50%. If you leave early without a serious reason this counts as a last-minute cancellation.