

Sunday, July 16, 2017

Dr. Hesham Ahmad
Zaytoonah University
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Airport street
Amman, JOR
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Subject: Zaytoonah University - 18/09/2017 to 22/09/2017

Dear Dr. Hesham,

Thank you for choosing Amman Rotana as the venue for your **Group** on **18 - 22/09/2017**. We are pleased to offer you the following proposal based on your requirements.

We have included the details pertaining to the event as well as additional services which you may want to consider. Please be advised that this is an enquiry offer and no venue(s) have been booked, pending receipt of your confirmation. Rates and availability are subject to availability at the time of your confirmation.

We hope that the below details cover your requirements and provides you with an overview of our services and facilities. Should you have any further queries, please do not hesitate to contact me directly.

Once again, thank you for your interest and we look forward to welcoming your guests and yourself to Amman Rotana

Yours sincerely,

Randa Hammad

Randa Hammad
Events Manager
Tel: 00962 6 5208888
Email: randa.hammad@rotana.com



Accommodation

Room Type	Monday	Tuesday	Wednesday	Thursday	Friday
	18/09/17	19/09/17	20/09/17	21/09/17	22/09/17
Classic Single Room	15 JOD85.000	15 JOD85.000	15 JOD85.000	15 JOD85.000	Check-out
Total	15	15	15	15	

- Quoted in Jordanian Dinar (JOD), per room per night
- Double occupancy is at a supplement of JD 10.00 per room per night
- Subject to 10 % Service Charge and 16 % Government tax
- Inclusive of Buffet Breakfast served in Three Sixty Restaurant
- Complimentary WIFI
- Non-commissionable
- Please note that arrival & departure dates falling before or after the above mentioned dates will be subject to availability & charged at the daily available rate agreed upon.

Airport Transfers

Airport transfers can be arranged through the hotel. Individual guest transfers to and from Amman airport will be as follow:

Car Model	From Airport to Hotel	From Hotel to the Airport
Mini Van	JD 49.00 per Van	JD 49.00 per Van
Full Size Car	JD 35.00 per Car	JD 35.00 per Car

- Maximum capacity per Mini Van is 6 guests.
- Maximum capacity per Full Size Car is 3 guests.
- All airport transfer prices above are inclusive of service charge and tax.

Upgrade policy

The hotel is pleased to offer you 3 (three) Classic Rooms upgrade to Premium Rooms.

Check-in / check-out time

Please note that our check-in time is 14:00 pm and check-out time is at 12:00 noon.

Early check-in from 9:00 am onwards can be provided, but is subject to availability. Check-in time earlier than 9:00 am should be booked from the previous day.

- Check-out until 18:00 pm shall be subject to 50% of the total room rate.
- Check-out after 18:00 pm shall be subject to a one-night room rate.

Guest check-in requirements by Jordanian law

Kindly note that all guests will be asked for a Passport copy upon check-in, the hotel is not allowed by law to check anyone into the hotel without a copy of the passport.

Visa processing

It is advisable to speak to the Jordanian Embassy in your country to understand the visa regulations.

Should you have any further queries, please do not hesitate to contact me directly.

We look forward to welcoming your guests and yourself to Amman Rotana.



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