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| Room Reservation Office |
| **YOKOHAMA SAKURAGICHO WASHINGTON HOTEL** |
| Tel：+81 (0)45-221-0489 Fax：+81 (0)45-683-3112 |
| E-mail: webmaster@yokohama-wh.com |

**Yokohama Sakuragicho Washington Hotel**

**Reservation Form**

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| **GUEST INFORMATION** |
| Last Name :       | First Name :       |
| Address  :      |
| Telephone :       | Fax :       |
| E-mail :       |
| Check-In Date  :      /       /       (dd/mm/yyyy) | Time of Arrival :       |
| Chack-Out Date :       /       /       (dd/mm/yyyy) | (Check-In Time is 14:00) |
| BOOKING |
| ROOM | Price of each stay (TAX included) | Non-Smoking |
| SINGLE (Breakfast **included)** | ￥9,200 | [ ]  |
| SINGLE (Breakfast **excluded)** | ￥7,800 | [ ]  |

Please complete this form and fax/email to the Hotel Room Reservation Office.

**If you have any qustion, feel free to write it down below.**

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**Terms and Conditions**

・Please be advised that your reservations will only be deemed as confirmed when you have received this form back from our Reservations Department with the confirmation number given.

・All payments are to be made directly to the hotel when you check in.

・Please note that Check-In Time is 14:00 and Check-Out Time is 10:00.

・Breakfast serving hours Weekdays: 6:30-10:00 Weekends/Bank Holidays: 7:00-10:00.

・Reservation cancelled less than two days before the date of arrival will incur the following charges:

- 20% penalty on the whole stay for a cancellation 1 day prior to the date of stay.

- 80% penalty on the whole stay for a cancellation on the date of stay.

- 100% penalty in case of no-show.

・The Deadline for booking is 18 January, 2018.