LATE BOOKING REQUEST FORM

|  |  |  |  |
| --- | --- | --- | --- |
| «FirstName» | First Name: «FirstName» | | Surname: «LastName» |
| Full Postal Address: «FirstName» «FirstName» «FirstName» | | | |
| Post Code : «Country» | Country: «Country» | | |
| Day Tel No: «DayTimeTelephone» | | Home Tel No. . «DayTimeTelephone» | |
| Mobile Phone No: «DayTimeTelephone» | | Alternative Mobile Phone: : «Country» | |
| E-mail address: «DayTimeTelephone» | | | |

*\* Please ensure you provide the mobile telephone you will be using on holiday.*

**GUEST LIST**

|  |  |  |  |
| --- | --- | --- | --- |
| **No** | **First Name** | **Surname** | **Age** |
| «LastName»«LastName» | «LastName» | «LastName» | «LastName»«LastName» |

**ARRIVAL AND DEPARTURE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Arrival Date** | **Departure Date** | **Airport of Arrival & Departure Details** | | |
| «BookingStartDate» | «BookingEndDate» | Lisbon Airport | Flight Date | ETA / ETD |
| ***Check-In Time:***  After 16.00 PM or as arranged | ***Check-Out Time:***  By 10.30 AM or as arranged. | *Arrival Flight No: «LastName»* | *«LastName»* | *Flight Time Arrival* |
| *«LastName» Hours* |
| *Depart Flight No: «LastName»* | *«LastName»* | *Flight Time Depart* |
| *«LastName» Hours* |

|  |  |
| --- | --- |
| **PRODUCTS ORDERED** |  |
|  |  | **EURO €** |
| Accommodation Rental *(Villa Rental + Final Cleaning & Laundry Charge)* | | €«SpecialRequests» |
| - Less Initial Rental Deposit: *(Circa 30% Payable now)* | | €«SpecialRequests» |
| +Plus Service Extras Swim Towels: | | €«SpecialRequests» |
| +Plus Service Extras Mid-vacation Cleaning: | | €«SpecialRequests» |
| +Plus Service Extras Swimming Pool Heating: | | €«SpecialRequests» |
| +Plus Service Extras Winter/Cold Weather Heating: | | €«SpecialRequests» |
| +Plus Service Extras End of Vacation Cleaning: | | €«SpecialRequests» |
| +Plus Refundable Breakage Deposit: *Payable along with the rental balance 4 weeks prior to arrival.* | | €«SpecialRequests» |
| +Value-Added Tax VAT@ 20% *(Zero rated for this transaction)* | | €000,00 |
| **Total Amount Due after Initial Deposit (Payable 4 weeks prior to arrival)** | | €«SpecialRequests» |

***CAR RENTAL FROM LISBON OR OPORTO AIRPORT WITH LOCAL CAR HIRE NEAR VILLA***

*\* For prices or* information on any of the above services/features – Please check us out at[*www.portugalrentalcottages.com*](http://www.portugalrentalcottages.com)

You can book any of these services online or just let us know and we can take care of it for you. Our reasonably priced Airport transfer service can be conveniently combined with flexible local car hire. You will need to collect and return your vehicle from Caldas da Rainha, which is a short taxi ride from the villa.

\*\* For cheap car rental at Lisbon Airport, we recommend using Economy Car Hire by clicking on the link below:

*http://www.economycarhire.com/?utm\_source=Fab+Holidays+%28UK%29+Ltd&utm\_medium=Affiliate&utm\_content=Blue+Banner+180x150&utm\_expid=543417-1&utm\_referrer=http%3A%2F%2Fwww.portugalrentalcottages.com%2F*

**BANK TRANSFER PAYABLE AS FOLLOWS: (EU & EFTA Customers only)**

**Beneficiary:** Brendon Williamson

**IBAN**: PT50 0033 0000 45394768004 05

**Swift Code**: BCOMPTPL

**Bank Name & Address**: Millennium BCP Bank - Praça da República 85, 2500-798

Caldas da Rainha – **Portugal**

**PAYMENT INSTRUCTIONS:**

* A full rental payment of «DayTimeTelephone» «DayTimeTelephone» «DayTimeTelephone» is payable by bank transfer immediately using the bank details provided in this booking form. This includes the final cleaning and laundry charge of «DayTimeTelephone» «DayTimeTelephone» «DayTimeTelephone»**.** Please make sure to enter your full name as reference when you make the bank transfer for the initial deposit. We will acknowledge receipt of the funds in the Confirmation Voucher we will be as soon as the initial deposit is received in the destination account.
* A fully refundable security/breakage deposit of «DayTimeTelephone» «DayTimeTelephone» «DayTimeTelephone»also is payable immediately, along with the rental amount above, using the bank details provided in this booking request form. This deposit will be refunded to you within 10 working days of your departure from the villa by bank transfer using the bank details you provide in the special Bank details box below. Alternatively, if you are from a Non-IBAN country such as the US or Japan, we will refund the breakage deposit in cash Euros on your departure day, subject to any breakage or damage we find during the property inspection.
* In the first instance, please complete and return this Booking Request Form by email as an MS word doc. not forgetting to provide the mobile phone contact number that will be used by you on vacation.

**Special Requests / Service Extras**

«DayTimeTelephone»

**Your bank details for return of your breakage deposit**

Beneficiary: «DayTimeTelephone»

IBAN: «DayTimeTelephone»

SWIFT/BIC: «DayTimeTelephone»

Bank Name: «DayTimeTelephone»

Bank Address: «DayTimeTelephone»

«DayTimeTelephone»

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| --- |
| **On Behalf of Portugal Holiday Rentals** |
| Ben Wilson |
| «DayTimeTelephone» |