

Company:	Royal Commission for Jubail & Yanbu	
Represented by:		
Address:		
Country:		
Phone:		
Email:		

Dear Mr.

We would like to thank you for your interest and consideration for “Grand Plaza Hotels and Resorts, Riyadh” to accommodate your esteemed guests during this year and many to follow. Please find here enclosed our Preferred Corporate rates extended to your company for the calendar year of ٢٠١٨.

This agreement covers the period from «The date of signature».

GRAND PLAZA GULF HOTEL [Location on Google Maps](#)

Room Category	Published Rates – Room Only		Corporate Rates – Bed and Breakfast	
	Single	Double	Single	Double
Standard room	SR 900	SR 1000	SR 300	SR 400
Deluxe Room	SR 1000	SR 1100	SR 450	SR 550
Executive Suite	SR 1500	SR 1500	SR 800	SR 900

GRAND PLAZA DHABAB HOTEL [Location on Google Maps](#)

Room Category	Published Rates - Room Only		Corporate Rates – Bed and Breakfast	
	Single	Double	Single	Double
Standard room	SR 800	SR 900	SR 300	SR 400
Deluxe Room	SR 900	SR 1000	SR 450	SR 500
Junior Suite	SR 1100	SR 1100	SR 650	SR 750

GRAND PLAZA TAKHASOSI HOTEL [Location on Google Maps](#)

Room Category	Published Rates – Room Only		Corporate Rates – Bed and Breakfast	
	Single	Double	Single	Double
Standard room	SR 700	SR 800	SR 300	SR 400
Deluxe Room	SR 800	SR 900	SR 420	SR 520
Junior Suite	SR 1000	SR 1000	SR 700	SR 800

The above rates are NET, Non-Commissionable, and quoted in Saudi Riyals.
Inclusive of Daily Buffet breakfast at the restaurant

Meeting Rooms Packages: (Minimum 10 persons)

• One Coffee Break:	SR 70 per person per day
• Two Coffee Breaks:	SR 100 per person per day
• One Coffee Break with Lunch or Dinner:	SR 135 per person per day
• Two Coffee Breaks with Lunch or Dinner:	SR 150 per person per day

Client Initials: _____

Benefits: with the compliments of Grand Plaza Hotel & Resorts, Riyadh

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|--|---|
| <ul style="list-style-type: none"> • FREE WIFI Internet Access in-room and all public areas. • Welcome drink upon arrival. • In-room Fruit Basket upon arrival only. • Tea/coffee making facilities in room. • Two bottles (small) of mineral water. • Newspaper (Arabic or English). • Access to the Health club. • Access to Steam/Sauna/ Swimming pool (Male only). | <ul style="list-style-type: none"> • Use of the Business Centre. • Early Check-in starting 09:00 am (upon availability) • Late Check-out up to 03:00 pm (upon availability) • Babysitting upon request and availability. • Handicapped assistance service. • Underground Parking (Free of Charge)
at Grand Plaza Gulf and Grand Plaza Dhabab |
|--|---|

TERMS & CONDITIONS:

1. RESERVATION

The agreement covers all individual or group reservations of hotel guests booked through, or by the client and its subsidiaries, provided by the company, or appointed travel agencies. The reservation should be made by the client prior to the guest(s) arrival.

Should the client wish to apply the preferred corporate rate after the guest(s) check-in, an e-mail or fax needs to be sent to the hotel reservations department and we will amend the rate as of the date of receiving your e-mail / fax with no retroactive claims.

The special rate agreement must be referred to at the time of booking and all reservations will be honored accordingly and as per room type booked, number of nights, and number of persons.

Reservations must be guaranteed by credit card or by the client e-mail / fax; rooms booked without a guarantee are at the guest's disposal until 04:00 PM local time. The rooms will be automatically released and put back into the hotel's room inventory in which the hotel has the right to re-sell the rooms.

2. CHECK IN / CHECK OUT POLICY

The Hotel Check-in time is 03:00 PM and the Check-out time is 12:00 noon. For late check-outs up to 06:00 PM, 50% of the applicable contracted rate per room per night will be charged. For Check-outs after 06:00 PM, a full night applicable contracted rate will apply. Both of which must be pre-arranged in advance with the hotel by the client / guest. Payment of an In-House guest account will be requested upon check out, unless an alternative arrangement, agreement or hotel-approved credit line has been agreed upon and in advance by the hotel.

3. CANCELLATIONS & NO SHOW POLICY

Guaranteed reservations may be cancelled 48 hours prior to the day of arrival and time (06:00 PM) with no cancellation fees. All cancellations made within this 48 hours period, the client / the guest will be liable to pay one-night per room booked as per contracted rate and room type booked.

A reservation can be considered as cancelled only when a cancellation number, provided by the hotel, has been given to the person canceling this particular booking.

No Shows will be charged a one-night stay as per contracted corporate rate and room type booked.

4. CREDIT FACILITY

Credit facilities are available upon request. At which, a credit application will be sent and once completed, signed and returned by fax / e-mail; management will review the application and advise you of pursue. Please allow at least 72 hours for processing. After approval, the client will be able to book reservations; with the terms of payment to be settled in full within **30 days** from the date the invoice is received by the client.

5. PAYMENT TERMS

Full cash advance deposit or valid credit card authorization is to be collected upon guest check-in to guarantee the accommodation and payment for extras during guest stay at the hotel, unless the company guarantees the settlement of hotel bills which is referred to as all guest expenses or all bill that means accommodation, food & beverage consumption and extras as, but not limited to, Minibar, Telephone calls, Laundry, etc... **No third party credit card is allowed.**

Credit facilities with the hotel are mandatory in case the client will settle guests' bills. The client needs to communicate clearly to the hotel what expenses are covered from his side and what expenses need to be paid by the guest himself upon checkout. The client communication needs to be through its corporate email, fax, or letterhead. The communication needs to be done prior to guest arrival. The hotel will reconfirm in writing whether the type of payment is accepted

6. MISCELLANEOUS

Special rates for Long Staying Guests are available upon request and subject to negotiation.

The hotel reserves the right to make special promotions during the year upon hotel's discretion.

In case of disagreement both parties reserve the right to terminate this contract within 30 days from prior written notice. It is provided that this contract may be terminated for any one or more such reasons by written notice from one party to the other without liability.

Please note that the hotel reserves the right to apply any additional taxes added by the government and without prior notice.



NB. The agreed rates are only valid when a signed copy of this agreement has been returned to the Hotel within 3 business working days from receiving it.

The Company undertakes that their guests shall comply with all applicable laws, rules and regulations under the laws of the Kingdom of Saudi Arabia as well as the internal regulations applicable to guests of the hotel.

Force Majeure:

The performance of this agreement by either party is subject to acts of God, government authority, disaster, strikes, civil disorders, or other emergencies, any of which make it illegal or impossible to provide the facilities and / or services.

****Please note** that your kind acceptance on this preferred corporate rate agreement will supersede any other agreed rate contracts signed before for the same market segment and date's period.

We at Grand Plaza Hotels & Resorts, Riyadh look forward to welcoming your esteemed guests in the near future, and assure you that all our guests will experience the utmost personal care, comfort, and satisfaction.

On behalf of all our Staff and Management at **Grand Plaza Hotels & Resorts, Riyadh**, - I remain, with cordial and sincere regards.

Sincerely Yours,

FIRST PARTY

Grand Plaza Hotels & Resorts, Riyadh

Sales Executive
Sarah AlHomedan
Mobile:+966593330874
Email:Alhomedans@gphotels.

SECOND PARTY

Company Name

Company Stamp & Authorized Sarah Al Sarah

Authorized Person: _____

Title: _____

Date: _____ / _____ / _____