

FORM: RESERVATION REQUEST AND CONFIRMATION – FIT

No.: XNKL/....

Requested by:
Address: ...
Tax code/ID¹: ...
Represented by:
(Hereinafter referred to as “**Partner**”)

Would like to place a request for rooms and other services (“**Services**”) at..... as follows:
Service Registration

1. Rooms:

No.	Booking No.	Cut-off date (COD)	Check-in	Check-out	Number of rooms	Room type	Rate/ room night	Amount (VND)
1								
2								
Total room rate:								

2. Add-on services:

No.	Content	Quantity	Unit price	Amount (VND)
1				
Total:				

3. Voucher:

No.	Type of Voucher	Quantity	Unit price (VND)	Amount (VND)
Total:				

Total Amount (including total room rate, total add-on service amount and total voucher amount): **VND**

Notes:

- *Cut-off date (COD)* is the day beyond which Partner cannot change reservation information or cancel/ decrease booking.
- Content: Including add-on services requested by Partner to Vinpearl.
- Total service fee includes 10% VAT and 5% service charge.
- By confirming this request for service, Partner agrees to use the Services in accordance with terms and conditions attached.

REPRESENTATIVE OF PARTNER

CONFIRMED BY VINPEARL

Date:

Date:

Servicing Terms and Conditions for FITs:

¹ Present ID card if guest is an individual

1. Deposit:

Partner is responsible for placing a deposit of 20% of the Total Service Fee within 07 days from the date Vinpearl confirms Service Request for stays during:

- (i) Weekends in Peak season in Vinpearl Da Nang Resort and Villas and Vinpearl Ha Long Bay Resort; and
- (ii) Peak season in all Hotels.

The deposit provided in this Article is non-refundable if Travel Agent decrease/ cancel booking and Vinpearl has the right to cancel the booking confirmation if Travel Agent fails to place a deposit on time as provided in this Article.

2. Payment

a. Unless otherwise agreed with Vinpearl, Partner shall pay the Total Service fee to Vinpearl by transferring to the bank account of Hotel as provided on the Website by deadline as follows:

- Low Season: at least 7 days prior to check-in.
- High Season: at least 21 days prior to check-in.
- Peak Season: at least 45 days prior to check-in.

b. For service requests that arise after payment deadlines mentioned in item a, if approved by Vinpearl, Partner shall make payment prior to check-in and/or before Vinpearl provides any services, including but not limited to airport pickup. Hotel has the right to refuse to provide any Service if payment has not been received from Partner.

3. Booking decrease/ cancellation:

Cancellation fees	Notice period		
	<i>Low season</i>	<i>High season</i>	<i>Peak season</i>
No punishment	7 days prior to arrival	21 days prior to arrival	45 days prior to arrival
50% of total Service Fee for the whole reserved stay	3 days prior to arrival	7 days prior to arrival	30 days prior to arrival
100% of total Service Fee for the whole reserved stay	Within 3 days prior to arrival	Within 7 days prior to arrival	Within 30 days prior to arrival