



# RESERVATION REQUEST

Print, compile, and **sign both pages**  
and send by FAX n° 0699369734  
or send by E-MAIL to [info@ilpuntobb.it](mailto:info@ilpuntobb.it)

Name: \_\_\_\_\_ Surname: \_\_\_\_\_  
Country: \_\_\_\_\_, C.F.: \_\_\_\_\_  
Birthday: \_\_\_\_\_, Document: \_\_\_\_\_, n°: \_\_\_\_\_  
Issued by: \_\_\_\_\_, on: \_\_\_\_\_, Expiration: \_\_\_\_\_  
Nation: \_\_\_\_\_ Town: \_\_\_\_\_, Prov.(\_\_\_\_)  
Address: \_\_\_\_\_, n°: \_\_\_\_\_  
Phone: \_\_\_\_\_, Mobile phone: \_\_\_\_\_, Fax: \_\_\_\_\_  
e-mail: \_\_\_\_\_

## STAY PERIOD

Arrive: \_\_\_\_\_, *check in dalle 16:00 alle 19:30*

Departure: \_\_\_\_\_, *check out alle ore 10.00*

Totale night: \_\_\_\_\_

Air conditioned, *10,00 euro for one day*

Daily linen change, *15 euro for every change*

**Included Services:** daily cleaning; linen change 2 time for week; consumi (acqua, luce, gas); final cleaning; internet veloce (WIFI); breakfast

**Services to pay:** All that not reported in **Included Services**.

## ADVANCE PAYMENT

Bank transfer (**at least 30% of total amount**):

**IBAN:** *IT87E 01005 03338 000000007750*

**SWIFT/BIC:** *BNLIITRRXXX*

**BANK:** *BANCA NAZIONALE DEL LAVORO*

**OWNER:** *VILLA FRANCESCA*

**ADDRESS:** *VIA MILLESIMO, 55 - ROMA*

**REASON:** *indicate customer name, stay period and the word ADVANCE PAYMENT*

*I've read and I've understood the **il punto** regulations as reported in the next page and I accept all the terms and conditions.*

SIGN

Site e Date \_\_\_\_\_

I Authorize to process my personal information in compliance to the law 675/96 \_\_\_\_\_

*il punto*

Via Pineta Sacchetti 229/B  
00168-Roma  
4° piano interno 9B

Tel. 3458530810  
Fax 0699369734  
e-mail [info@ilpuntobb.it](mailto:info@ilpuntobb.it)



# RULES AND GENERAL TERMS

## **Art. 1 RESERVATION**

It's possible to book a room by e-mail, or by telephone or by fax. It's mandatory to provide the essential data of a valid identity document. The document data sent on line are valid for legal purpose. The simple reservation request doesn't mean its acceptance by *il punto* management. The entire transaction has to be considered finalized only after explicit acceptance by *il punto* management. As confirmation of acceptance of your reservation request you will receive (by fax or by e-mail) our official communication with the essential data of reservation that you have to show us when you will arrive. The reservation will be considered null and void even if part of these terms aren't observed.

## **Art. 2 PAYMENTS**

All the *il punto* services have to be paid cash (in Euro) at the arrival moment. The Travel Cheques draft in Euro are accepted. Credit Card, Bancomat, Cheques are not accepted.

## **Art. 3 ADVANCE**

To finalize the reservation operation it's necessary to perform a bank transfer to pay a deposit of at least 30% of entire amount of the stay. Incidental charges for the bank transfer operation are of customer responsibility.

## **Art. 4 CANCELLATION OF RESERVATION**

The reservations have to be considered accepted if they are finalized by an official and formal communication of the *il punto* management sent to the customer by e-mail or fax.

## **Art. 5 STAY'S RENUNCIATION**

If the customer would to renounce to the stay after the reservation operation has been finalized, he will lose the deposit performed during reservation phase. In add, he has to pay:

- 50% of entire stay amount if the renunciation is communicated to *il punto* management until 5 days before the arrival date;
- 100% of entire stay amount if the renunciation is communicated to *il punto* management less than 5 days before the arrival date;

## **Art. 6 RESPONSABILITY/CAUTION MONEY**

Who causes damages to the building, or to the parts of it, is considered personally and lawfully responsible. If the customer that causes the damages is underage, the responsible of the same damages is the underage's companion. During the check out moment, the *il punto* management will check for possible damages caused to the room or common local or building. If is it, the customers have to pay immediately for damages repairing. The thefts or intentionally damages will be immediately reported to a police station. The *il punto* management ask to the kind customers at the check in moment to pay a deposit of Euro 50,00 for caution purpose. This caution will be returned to the customer at the check out moment, with the possible deduction of caused damages. The *il punto* has not any legal responsibility about bags theft or personal objects.

## **Art. 7 NO SMOKING**

No smoking policy inside the building and in all the rooms (privates and commons). It's admitted to smoke only in the open space respecting the cleaning habitat.

## **Art. 8 UNDERAGE**

The underage customer can stay only if they are escorted by a responsible people of age. The companion has to stay overnight in the *il punto*.

## **Art. 9 KEEP SILENT**

From 10:00 p.m. until 08:00 a.m. of the following day and from 02:00 p.m. until 04:00 p.m. has to be kept silent in compliance with the condonial rules and urban policy rules too.

## **Art. 10 ANIMALS**

The animals can't be stay in *il punto*.

## **Art. 11 PRICES**

The prices, as reported in the price list, are in Euro for one room and for one night.

## **Art. 12 CHECK IN AND CHECK OUT**

The room is delivered to the customer not before 04:00 p.m. and not after 07:30 p.m. of the arrival day. The room has to be left by the customer not after 10:00 a.m. the departure day.

## **Art. 13 PERSONAL CONSUMPTIONS**

The use of internet, TV, gas, heating, water is free of charge. The use of air conditioning is charged as indicated in the price list.

## **Art. 14 BREAKFAST**

The breakfast is all days from 08:30 a.m. until 10:00 a.m., unless different agree with *il punto*.

## **Art. 15 CLEANING AND LINEN CHANGE**

The room cleaning is scheduled all days from 10:00 a.m. until 12:00 unless different agree with *il punto*. The linen change is every 3 days or every customer change, unless different agree with *il punto*.

## **Art. 16 VISITS**

The visits of friends or relations of customer have to be agreed with *il punto*.

## **Art. 17 UNILATERAL CONTRACT DISSOLUTION**

*il punto* HAS THE RIGHT TO ANNUL UNILATERALLY THE CONTRACT AGREED WITH THE CUSTOMER WHEN HE DOESN'T RESPECT ONE OR MORE OF THE PREVIOUS REULES OR TERMS. IN THIS CASE THE CUSTOMER HAS TO PAY ANYWAY ALL THE ENTIRE STAY.

FOR ACCEPTANCE

*il punto*

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