

## REGISTRATION CARD

Reservation	Room	Nights	Arrival	Departure
Rate amount	Room type	Adults/Children <b>0 / 0</b>	Check-in time:	Check-out time:
Guest Name			Passport #	Date of birth
Address			Issue info	
Company			Phone	e-mail
Note			Guaranty method	

- Registration card is an Agreement between the guest and East Gate Hotel (Hotel).
- Check-in time is from 14:00 and check-out time is until 12:00. I agree to pay supplement charges according to the hotel rates for early check-in/late check-out.
- Time of breakfast from 07.00 a.m. to 11.00 a.m. in the hotel restaurant. It is possible to order «takeaway breakfast» according to the restaurant menu of «takeaway breakfast».
- I agree with the hotel police and Fire Safety Instruction by signing this card. Full statement of the Hotel police provided on Reception and in the guests rooms.
- Children under 18 years old can stay at the Hotel only with an adult accompanying (parent or legal representative) who is responsible for his behavior, safety, and life. The presence of documents required by the legislation of Russia is mandatory.
- In accordance with the Russian Federation legislation, it is necessary to register all guests passing with you to the room. I guarantee the full payment for the guests staying with me in one room.
- Payment for accommodation and additional services is acceptable in Russian rubles and only at the Reception desk. Payment in restaurant "Vitello" is possible only for food and beverage services.
- Confirmation of the reservation and the Invoice are an integral part of the Agreement. By signing the Invoice, I confirm the providing of these services to me.
- In case of any loss or damage to the Hotel caused by guests, their room maids or any person for whom they are responsible supplement charges will be added to the guest invoice.
- I am aware that smoking on the territory of the Hotel and in the rooms is prohibited (art. 33 of the Civil Code of the Russian Federation) and entails payment for an additional cleaning service is the amount of 1500 rubles.
- Departure from the Hotel is allowed after payment of the hotel services, checking the room by hotel staff and passing the room to the Reception clerk.
- I consent to the pre-authorization / authorization of my bank card without my personal presence in case of unpaid Hotel services after departure from the hotel.
- For the execution of the hotel services agreement, I also give the consent to the Hotel for the collection, storage, processing, transfer to third parties and destruction of my personal data specified herein for a period of 2 years according with the approved Order No. 1 of January 10, 2023. "Policy regarding the processing of personal data" and according with paragraph 3, part 1, Article 3 of Federal Law No. 152 of 27.07.2006 "On personal data". Please do not notify me when processing is complete. The withdrawal of this consent will be made by me in writing.

*Hotel Management is not responsible for the personal belongings and valuables not left in the deposit box.*

*The hotel administration is not liable for injuries and damage caused by carelessness and / or non-observance of the Safety Rules while staying at the hotel.*

*Have a nice stay!*

**Guest signature**  
Date: \_\_\_\_\_

**Reception**  
Date: \_\_\_\_\_