

1./ Booking of accommodation (normal reservation without down payment)

City Centre Apartments kkt. undertakes providing -according to our vacancies -accommodation in the required period, category, according to our price list, which was received by our guests before . Our guests provide the following data for the booking by fax or e-mail: Arrival and if possible departure data, mean of transportation, arrival time and place. Number of the persons and rooms, the category of the accommodation. City Centre Apartments kkt. is obliged confirming the data within one work day.

At accommodating of guests a firm reservation and cash payment takes priority of normal reservation.

However City Centre Apartments kkt. draws our guests' attention to the possibility calling us upon arrival to inquire about our vacancies, **or just visiting our apartment-hotel.**

We have always vacancies.

Our assistants will do their best to provide you with accommodation according to your wishes from 30 rooms in the building and 6 more in the downtown.

2./ Firm (binding) reservation with down payment

A normal reservation is usually for us enough.

We do not require this type of reservation, because we have high costs (2500-3000 HUF) for one day prepayment. If our guests consist on this reservation method, **they should pay our bank fee (9-15 €).**

We certainly show you the draw of our bank account to check it.

Only in the high season or for groups reservation we might ask our guests to pay a down payment.

City Centre Apartments kkt. undertakes providing accommodation in the required period, category, under the promised address , at the agreed price. We suggest this type of reservation in the season, or in periods in which we don't have many rooms available .

Our guest makes a **prepayment** or down payment (pays a deposit), which is depending on the season and number of the rooms : from the first night ` s rent up to 50 % of the total rent. This prepayment could not be lower than the rent for the first night.

In this case we cannot rent that room or apartment anybody else even in case of guest's non show up.

That means in plain English, the room/apartment cannot be rented for somebody else for that particular night the reservation was made.

If you wish to make a reservation for a **particular apartment or room** for example : studio Szk 7/a , or room Szk 14/2 etc, we recommend you this firm reservation.

Our guests can choose from the following possibilities of **downpayment** :

- **by Western Union**

This method is the fastest way.

Within some hours day I can receive the amount, but only on my name :

Name : András , Sándor , surname : **Szilágyi** .Please do not forget giving all three names.

My address: 1158 Budapest, Bezsilla Nándor utca 64.

Give also the question, the answer to the question if you have filled in that field, **your full name, address, the amount** and the **security number.**

Send all these data by e-mail to me.

Please make sure that the same data were set in the computer what is written on the receipt of Western Union. We should receive these data!

If one data is missing or not exactly the same I cannot receive the amount.

- **money transfer** to our bank account .If you wish this option, please make a reservation online, get a confirmation for a firm reservation from us.
After you can ask us to send our bank account details.

- **money transfer to our postal address** :City Centre Apartments kkt. H-1158 Budapest, Bezsilla Nándor utca 64.

It could be more economical from Italy , Germany etc. than bank transfer. Check it with your bank and post.

- **cash payment in advance in our office** VIII.Szentkirályi utca 5. by friends or relatives.

City Centre Apartments kkt. is confirming the receipt of the down payment / prepayment also within one work day.

We wish you a pleasant stay in a sunny Budapest.