Dear Judo friends,

We will be glad to Welcome you in Tashkent again!

Please note there are 2 sheets in the file- the firs instruction page and the second is main request from.

Here are a few points to assist you in filling it:

* Please fill only the empty grey cells, the white ones will be completed automatically
* Please fill file according to the running order - wherever you don’t need to fill (Hotel name, date/time of arrival, Function) a drop list will assist in filling the cells.
* Kindly choose actual date and time of arrival
* For date of stay choose single or twin occupation from drop list, if twin chosen fill second guest name
* TOTAL PRICE will be calculated automatically depending on occupation, stay length and time of arrival/departure.
* If you would like to delate the filled drop list, just choose required cell and hit delate button on your keyboard.

Some more hints to fill the form correctly:

1. When choosing a twin room do not duplicate a shared person in the other line.

2. If a shared person is arriving or leaving earlier than the main guest, it is enough to change room type in **the same line** with a correct date.   
3. If a shared person and main person are arriving at the same time, do not indicate arrival time of the second person in the U column.

4. When choosing a twin room, it calculates twin room cost, that is why there is no need to add a second guest in other line. Otherwise you will have a double booking.

Early check in (50% of rooms cost) – 07.00 till 12.00 Including breakfast

Late check-out (50% of rooms cost) – 12.00 PM till 18.00 Including lunch

Everything earlier or later above-mentioned time is 100% of room cost.