



Ref-No – GFH/SM/118/16

Dear Valued 7th IPC Participants,
Sub – Special rate for the 7th IPC participants

It is a great pleasure to host the 7th IPC participants in our Hotel.
Welcome to Addis Ababa, Ethiopia.

GETFAM HOTEL is a four star hotel located in the heart of Ethiopia capital city, Addis Ababa - Haile Gebreselasse Road. Renowned for its unmatched service quality, comfortable accommodation, varieties of bar and restaurant selection, spacious venues for conference, fully equipped health club (swimming pool, gym, steam, sauna, Jacuzzi and massage) and secured parking area with valet parking service and a highly dedicated staffs.

GETFAM HOTEL is Simply the Best Hotel in Town with more than 115 spacious rooms-including 63 single rooms, 36 Twin Rooms, 9 Junior Suit, 6 Suit Rooms and 1 Presidential Room by which All rooms are spacious in size and are equipped with high-tech room control features, complimentary wireless high-speed internet, tea and coffee making facilities, mini bar, satellite IP-TVs and many more amenities.

GETFAM HOTEL has got different size six meeting halls which have built in high tech Audio visual machines and automatic AC system.

Furthermore please note that we offer complimentary shuttle service to and from the airport and complimentary hi-speed Wi-Fi internet for all room house guests.

We would like to express our interest to work with your company for supplying hotel and meeting service offering price attached with our expression of interest letter.

P.O.Box : 100238
Addis Ababa, Ethiopia

Telephone +251 116 67 31 75/78
Faxmile +251 116 18 10 53

E-mail reservations@getfamhotel.com
contactus@getfamhotel.com





Rate offer for IPC participants

Room Types	Corporate Rate Single Occ.	Corporate Rate Double Occ.	Hotel Rack Rate
Standard	\$ 85	\$ 100	\$165
Twin	\$ 100	\$ 100	\$190
Junior Suite	\$ 140	\$ 160	\$230
Suite	\$ 225	\$ 225	\$320
Presidential Suite	\$ 450	\$ 450	\$ 650
Extra Bed			\$20

HOTEL POLICY

Rates

1.1 All the above listed rates are **subject** to 10% service charge and 15% VAT. All listed rates are per night, per room, based on the occupancy, subject to availability. Extra Bed (Roll-away bed) has a charge of 20 USD per night, per room. For double occupancy (two people per room) an additional 20 USD will be applied to the room rate. The agreed Corporate Rate has no minimum volume of room nights per annum.

1.2 All of the above rates include a complimentary full breakfast between 6:00 and 10:00 hours. The complimentary breakfast does not apply to day use rooms.

1.3 Long term rate is defined as 30 consecutive paid nights or more.

2. Validity

2.1 The quoted rates are valid for those who book a room for the IPC meeting from 05 to 12 November, 2016 and will not be subject to change without prior notice, except in cases of force major such as changes in government taxation, during city wide events and conferences.

3. Reservations

3.1 The above listed rooms are only guaranteed with advance reservation in order to ensure availability.

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- 3.2** Reservations can be made directly through our reservation line at +251 116 673175/87 or +251-911-43-30-30 e-mail at mikiyas@getfamhotel.com / reservations@getfamhotel.com.
- 3.3** In order to facilitate a smooth check-in and check-out the company must provide the hotel written information. This information indicates the duration of the guest's stay and the type of accommodation. The document must be delivered in person, by email or via fax to the hotel prior to the arrival of the guest.
- 4. Account settlement**
- 4.1** Guest accounts can be settled either in cash, credit card and /or company cheque.
- 4.2** In case the guest bill is settled by the company, a guarantee letter or a company voucher should be issued or delivered prior to guest's arrival date.
- 4.3** In order to get credit sales, the Company must sign the credit sales agreement with the service provider (the Hotel).
- 4.4** Direct bill accounts shall be settled within 21 days after the statement is delivered.
- 4.5** Advance payment upon check-in is required for self-pay guests.
- 5. Cancellation Policy**
- 5.1** Cancellation of guaranteed reservations must be made in writing, delivered or faxed 24 hours prior to the date of arrival.
- 5.2** Any reservations that are not cancelled within the specified time are subject to a one night "no show" charge.
- 6. Others**
- 6.1** Check-in and check-out times are at 14:00 and 12:00 hours, respectively.
- 6.2** Day Use rooms have a check-in and check-out time of 9:00 and 18:00 hours, respectively.
- 6.3** Late checkout service is only given upon room availability and there will be a 50% charge of the room rate, for the extended check-out before 18:00 hours, 100% charge will be applied.
- 6.4** Complimentary breakfast is served in the main restaurant from 6:00 to 10:00 hours.
- 6.5** For day use rooms, breakfast service is available between the hours of 6:00 and 10:00 hours. Prior notice is required and there will be an additional 15 USD charge per person.

Mikiyas Tesfaye
Sales & Marketing Manager

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Addis Ababa, Ethiopia

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