

# ACCOMMODATION GUIDE



# !Welcome to Mexico City!

The rates mentioned in this guide are valid only your lodgment is booked through COFSA, ensuring you'll have no problem with your lodging.

You may do your reservation on the following contacts email or phone.



**Melisa Topete**

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/cofsaeventos



@cofsaeventos



Cancellation , booking and payment policies differ in each hotel so they will be announced when you contact to COFSA executives .

Hoping that the above is to your satisfaction, we have no left to thank you for the opportunity you give us to attend you and ensure that your event will be a success .

# CAMINO REAL POLANCO

The Hotel Camino Real Polanco México is strategically positioned in the exclusive financial and business district of Polanco, near places of interest such as: Bosque de Chapultepec, the Museum of Anthropology and History and the Rufino Tamayo Museum, situated on Avenida Mariano Escobedo, just yards from the splendid Paseo de la Reforma and just 30 minutes from Benito Juárez International Airport.

CATEGORY	5 Stars / 4 Diamonds	
ROOMS	700	
CHARACTERISTICS	 8 Restaurants.  2 Bars.  Gym  Swimming pool.  Business Center.	
ADDRESS	General Mariano Escobedo Street #700, Miguel Hidalgo, Anzures, ZC 11590 México City.	
RATE PER NIGHT	SINGLE & DOBLE	\$235.00 DLLS
	JR. SUITE	\$420.00 DLLS
	Junior Suit breakfast and wi fi free included	



# ATHLETES

## HOLIDAY INN PLAZA UNIVESIDAD

This modern hotel is the perfect place to stay near the UNAM zone in Mexico City. All the nearby touristic landmarks and on-site amenities make it a very comfortable place for both the business and leisure traveler. Our big meeting hall, complimentary Wi-Fi, on-site restaurant and bar, and the comfortable and spacious guestrooms and suites, will make your travel an amazing experience.

CATEGORY 4 Stars

ROOMS 142

CHARACTERISTICS



Gym



Cocktail Lounge



Restaurant

ADDRESS #1056 Parroquia Street, Col. Santa Cruz Atoyac, Benito Juárez, Mexico City.



RATE PER NIGHT SINGLE AND DOUBLE \$144.00 DLLS

MEALS BREAKFAST \$22.00 DLLS

LUNCH \$26.00 DLLS

DINNER \$26.00 DLLS

Taxes and services Included . RATES IN USD

## CANCELLATION POLICIES

To know more about cancellation policies, please contact directly to the agency.

No refund of charges made in case of early **departure or no show**.

Rooms are limited, so we ask cordially respect the dates indicated in this guide to ensure the best suits to your hosting requirements. After the deadline, we can not guarantee availability.

## RESERVATION POLICIES

This publication has been done by the official agency of hospitality COFSA, responsible for meeting the needs of accommodation during Taekwondo Grand Prix Final 2015 Mexico City .

Hosting guide is designed to provide information about different lodging options, procedures, deadlines, cancellation policies and all information about your accommodation. We ask follow directions within the established dates.

For more information or any questions that require support, please contact us. It will be an honor to serve you.

Melisa Topete Galindo  
melisa.topete@cofsa.com.mx  
Tel 01 33 38 25 87 00 ext. 111

At the time you are making your request we ask you to be as specific, clear and concise as possible (hotel, number of rooms, room type, services required, etc.) for quick and easy booking process. Immediately you get the answer of the hosting agency's representatives, who will take your request and follow it until the end of the proceedings and the emission of the reservation code.

The official period for the event comprises from the 2<sup>nd</sup> to the 9<sup>th</sup> of December 2015. Any additional night or room please request it directly to COFSA in advance.

The client is responsible to cover any extra charges and consumption expenditures (i.e. room service, mini bar, laundry, etc)

The deadline for the reservation and payment is the 18<sup>th</sup> of November 2015. The number of rooms are limited, so we kindly ask you to respect the timelines mentioned in this guide, so we can ensure to book the suitable room for you.

After the deadlines, we are not able to guarantee the availability of rooms. However, we might provide you with any other options.

It is very important to be respected the check in and check out schedule of the hotel:  
Check In : 15:00 hrs. and Check Out: 12:00 hrs.

# RESERVATION SYSTEM

In order to complete your hotel reservation please follow the below instructions:

- 1.- Fill out all the information needed in the Hotel Reservation Form.
2. - Send the Hotel Reservation form to [melisa.topete@cofsa.com.mx](mailto:melisa.topete@cofsa.com.mx)

DATE \_\_\_\_\_

COUNTRY \_\_\_\_\_  
\_\_\_\_\_

NUMBER OF PEOPLE \_\_\_\_\_

CHECK IN \_\_\_\_\_

CHECK OUT \_\_\_\_\_

**NUMBER OF ROOMS**

Single \_\_\_\_\_

Double \_\_\_\_\_

**NUMBER OF MEALS**

Breakfast \_\_\_\_\_

Lunch \_\_\_\_\_

Dinner \_\_\_\_\_

**METHOD OF PAYMENT**

Deposit

Transfer

\* In case you need to make your payment by credit card, we will have to make an extra charge for the 7% to all type of credit cards with out exeption.

ID OR PASSPORT NUMBER  
(INCLUDE COPY BY BOTH SIDES)

\_\_\_\_\_

DUE AMOUNT \$ \_\_\_\_\_

SIGNATURE \_\_\_\_\_

NAME \_\_\_\_\_

# PAYMENT SYSTEM

Please pay the full amount of the reserved rooms by wire transfer to following account.

US Dollar Account  
(USD)

Title on Account	COFSA, USA, INC.
Account #	3250 2610 4704
Beneficiary bank	Bank of America
Routing number	026009593
Swift Code	BOFAUS3N
COFSA, USA, INC. Address	1800 Century Park East, Suite 600, Los Angeles, California, 90067
Bank of America Address	941 S. Atlantic Blvd, Los Angeles, California 90022, USA

\* In case you need to make your payment by credit card, we will have to make an extra charge for the 7% to all type of credit cards with out exeption.