



Casa Palopó Reservation

******please inquire about availability before placing your reservation***

Today's date _____

Full Name(s) _____

Check in 4 pm (day/month/year) _____

Check out 2 pm (day/month/year) _____

Email address _____

Phone number _____

Please let us know what country you are traveling from _____

Room selection _____

Type of payment _____

*****please note **airport transportation** request here.**

Airline _____

Flight number _____

Arrival time _____

Number of passengers _____

In order to hold the reservation we must have a credit card number.
Please provide the following information:

- Name of credit card holder _____
- Type of credit card _____
- Number _____
- Expiration date _____

In order to make a reservation, please first check with reception about availability. Use the "contact us" form to the right, click on the "Recepcion" email address located at the top of this page, or send to: recepcion@casapalopo.com .

When you have determine that your preferred dates and room type are available please fill out the PDF reservation form (click here), and return it to repcion@casapalopo.com . We must receive a credit card number in order to hold your reservation.

You will receive a confirmation email within 48 hours.

Please note all room fees are **PREPAID** at minimum 1 week prior to your arrival.

These fees are non refundable.

Refer to our cancellation policies noted below for additional information.

For payment options, please carefully read the following.

Payment options:

1. Direct deposit

At any Branch of Banco Agromercantil (BAM)

In USD: ABENA, S.A.
No. 31 – 4001870 – 4

In Quetzales: ABENA, S.A.
No. 30 – 4011578-5

****in order to guarantee the reservation, you must **FAX** or **SCAN** and email a copy of the deposit slip to reception at minimum 1 week prior to your arrival. Please include your name and reservation dates.*

2. Wire transfer

NAME: Banco Agromercantil de Guatemala, S.A.

ADDRESS: 7a avenida 7-30, zona 09 Ciudad de Guatemala, Guatemala

PHONE: 2338-6565

SWIFT: AGROGTG

FURTHER CREDIT TO:

BENEFICIARY ABENA, S.A.

ACCOUNT NUMBER 31-4001870-4

3. Credit card :

Send information as noted above.

Your card will be charged the FULL value of your reservation 3 days prior to your arrival

(90 days prior for Holiday rates)

IMPORTANT: Please let us know upon reservation if you have a Guatemalan tax exemption, in order for us to properly process your prepayment. Remember to bring your ID and your exemption card with you.

CANCELLATION POLICY:

Cancellations or modifications to your reservation must be made 1 week prior to your arrival date. Casa Palopó reserves the right to charge the total value of your reservation if cancellations are made less than 1 week prior to your scheduled arrival. The charge of your stay (room rate, 22% tax, and 10% tip) will be AUTOMATICALLY charged to your credit card as a **pre-pay 3 days prior to your arrival** if no other form of payment has been made. This charge is non-refundable. Balance for meals and services will be due at check out.

CANCELLATION POLICY FOR HOLIDAY RATES:

*For holiday season a minimum of **two** nights stay is required.*

*Charges to your credit card for the room, 22% tax, and 10% service will be made AUTOMATICALLY **90 days prior to your arrival** if other payment confirmation has not been made prior to this date. This charge is non-refundable.*