

financial budget

From:	Vila Lanna V Sadech 1, 160 00 Praha 6 sales manager	Name:	Oxford and Cambridge Alumni Society Czech Republic, spolek
Name:	██████████	VAT:	22667342
E-mail:	██████████	Name:	██
Phone No.	██████████	E-mail:	██
Date:	07.12.2023	Phone No.	██████████████████
Company:	Středisko společných činností AV ČR		
VAT:	60457856/CZ60457856		
Director:	██████████		

Event:	Oxford and Cambridge Alumni Society Christmas event
Term:	16.12.23
Number of persons:	████ pax
Reservation:	DEF

Informations:

Rental of training facilities

Date	Hall	Event	Time	Discount	Hall layout, number of people	Price	No. hours	Total price
16.12.2023	Apollon Hall	christmas event	17:00-24:00	████	banquet style, █████ people, welcome on the terrace, buffet in lobby, seating in Apollon Hall, after 10:00PM the night time must be observed	██	████	██

Total price for conference services incl. 21%VAT:

Total price for conference services without VAT:

Prices include applicable VAT

Conference services and technical support

Specifications	Location	Time	Discount	Hours/time schedule	Price	No. days	Total price
Total price for conference services and technical support incl. 21%VAT:							0 Kč
Total price for conference services and technical support without VAT:							0 Kč

Prices include applicable VAT

Meals

Date	Type	Choice	Room	Time	Discount	Price pro person	No pax	No. days	Total price
16.12.2023	Christmas buffet	Baked roast beef with mustard remoulade Marinated Salmon Gravlax Rice noodle salad with chicken and ginger Chicory salad with nuts Greek salad with olives and Balkan cheese Cheese board with grape wine and dried fruit Fried cod in panko breadcrumbs, herb dip Flank steak with hoisin sauce with sesame and spring onion Chicken Tikka Masala, Pumpkin curry with chickpeas Roasted potatoes, jasmine rice, sautéed vegetables Banana bread Coconut panna cotta with pineapple Sliced fruit Bread, banquets	Apollon hall/lobby	17:00-23:00					

Total price for meals incl. 10%VAT:

Total price for boarding without VAT:

Prices include applicable VAT

Drinks

Date	Type	Choice	Room	Time	Discount	Price pro piece	No pax	No.days	Total price
16.12.2023	non alcoholic drink	water in a barrel 5 liters	Apollon hall/lobby	17:00-23:00					
16.12.2023	non alcoholic drink	juice in a barrel 5 liters	Apollon hall/lobby	17:00-23:00					

16.12.2023	non alcoholic drink	cappucino	Apollon hall/lobby	17:00-23:00
16.12.2023	non alcoholic drink	espresso	Apollon hall/lobby	17:00-23:00
16.12.2023	non alcoholic drink	tea	terrace/lobby	17:00-23:00
Total price for meals incl. 10%VAT:				
Total price for boarding without VAT:				

Prices include applicable VAT

we charge drinks on real consumption

Drinks

Date	Type	Choice	Room	Time	Discount	Price pro piece	No pax	No.days	Total price
16.12.2023	welcome drink	mulled wine glass (+ non alcoholic tea)	terrace	17:00					
16.12.2023	white wine	own wine, fee per bottle 0,75l	Apollon hall/lobby	17:00-23:00					
16.12.2023	red wine	own wine, fee per bottle 0,75l	Apollon hall/lobby	17:00-23:00					
16.12.2023	beer	Pilsner Urquell draft beer, 30l barrel	Apollon hall/lobby	17:00-23:00					
16.12.2023	whisky corner (5 kinds of whisky: single malt whisky, blended whisky, irish whisky)	Laphroaig 10 y.o, Glenmorangie 10 y.o., Bushmill's 10 y.o., Chivas Regal 12 y.o., Jameson Irish	terrace	17:00-23:00					
Total price for meals incl. 21%VAT:									
Total price for boarding without VAT:									

Prices include applicable VAT

we charge drinks on real consumption, cigars cca [redacted], -CZK/person

Accommodation including breakfast (max. Capacity 24 rooms / 34 beds - of which 7 historic rooms in Villa Lanna)

Type of room	Term	Discount	Price per room	No. room	Nights	Total price
Single room			[redacted]	0	0	0 Kč

Double room					0	0	0 Kč
City tax person/night					0		0 Kč
Total price for accommodation incl. 10%VAT:							0 Kč
Total price for accommodation without VAT:							0 Kč

The price per room includes buffet breakfast, includes applicable VAT

guests pay accommodation by themselves on reception desk if asked

Specifications		Price	No.pax	No. Days	Total price
Heaters					
Total price for the accompanying program incl. 21%VAT:					
Total price for the accompanying program without VAT:					

Total price	
Reserve for exchange rate settlement of the foreign exchange market and payment of the participation fee by credit card	0%
Total value of the offer including VAT:	85 396 Kč
Total value of the offer without VAT:	74 690 Kč
Form of payment:	invoicing
Percentage deposit:	
Cancellation conditions for fixed conference rooms, accommodation and services:	
Consumption of own alcohol and food	
Consumption of one's own alcohol and food is strictly forbidden, unless otherwise agreed in writing. In this case, we charge a service fee of CZK 150 / bottle of wine and CZK 1,000 / bottle with an alcohol content higher than 15%. Villa Lanna reserves the right to terminate the event immediately in the event of non-compliance with this prohibition without the right to any compensation.	
Smoking in the Villa	
Please note that the rooms at Villa Lanna are non-smoking. Smoking is only allowed in the areas in front of Villa Lanna and on the summer terrace. Non-compliance with the ban is governed in accordance with the applicable hotel accommodation rules.	
Damage caused	

Due to the historical value of the building, we ask you to be careful during the event to avoid possible inconveniences associated with damage to Villa Lanna, which may occur intentionally or unintentionally.

Cancellation Policy

The event can be canceled free of charge 6 months in advance. In case of cancellation of the event within 3 months before its date, we charge a fee of 60% of the deposit. In case of cancellation of the event in less than 3 months, the cancellation fee is 100% of the paid deposit. The cancellation policy is not applicable if the performance of the event will be impossible due to the force majeure situation like pandemic or government regulations.

Cancellation policy - accommodation

Booked rooms can be canceled free of charge 60 days before the event.

60-30 days before the event, the cancellation fee is 50% of the value of the booked rooms

30–14 days before the event, the cancellation fee is 75% of the value of the booked rooms

Less than 14 days before the event, the cancellation fee is 100% of the value of the booked rooms

The contracting parties mutually agreed that to ensure the publication of the contract through the register of contracts in accordance with Act No. 340/2015 Coll., On special conditions for the effectiveness of certain contracts, the publication of these contracts and the register of contracts, as amended (Act on the Register of Contracts) hereby undertakes the Center for Joint Activities of the ASCR, v.v.i.

By signing the contract / order, you agree to these conditions and undertake to comply with them. Furthermore, your signature confirms that you agree with the layout and layout of the individual rental premises. Any layout changes of interiors and exteriors (unless otherwise agreed in writing) are not possible. Thank you for trust and understanding.

Prague, 8.12.2022

We agree with the above conditions and order the implementation of this event from you.

signature