



Where Luxury & Serenity Meets Exceptional Service

Monday, 07/01/2019

Dear Sir/ Madam,

We wish to take this opportunity to thank you for your business support to Sagana Getaway Resort. The Sagana Getaway Resort has carved its niche on the Kenyan hospitality scene. We have grown and so has our relationship with many organizations in and out of Kenya. As we move forward we aspire to keep our standards high in order to exceed our customers' expectations. Despite threats to our business environment, we have achieved a reasonable performance in the market through your support. We remain committed to serving you and your guests at the Sagana Getaway Resort.

We are thus pleased to present your contracted rates applicable for 2018.

Sagana Getaway Resort, a 100 room luxury resort with the spacious accommodation, from the entry level Superior Rooms to the much sought after Business Suite. Located along Nairobi-Nyeri highway, Sagana Getaway is an unmatched choice for hassle-free high quality accommodation for the discerning businessman or leisure traveler.

We assure you that your guests will eat well, work well, be well and the days' end, sleep well knowing that they are supporting a worthy cause.



We look forward to partnering with you through to the end of 2019.

Maxon Emeli

Sales Account Manager

Sagana Getaway Resort, P.O. Box 40051 - 00100, Nairobi, Kenya.

Mobile (Reservations Office): Cell: 0724 966 488, Personal Mobile: 0704 054388 E-mail:

mambwere@saganagetaway.com Website: www.saganagetawayresort.com



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Accommodation Rates Applicable from January 2019

Room Type	Accommodation on Bed & Breakfast	Half Board Accommodation	Full Board Accommodation
Single Superior Occupancy	7,600	9,400	12,600
Double Superior Occupancy	9,900	14,000	17,200
Deluxe Single Occupancy	9,300	11,500	14,000
Deluxe Double Occupancy	12,000	16,000	19,600
Executive Suite Single	12,500	14,600	17,600
Executive Suite Double	15,800	19,400	24,500

Full Day Conference Package - Kshs 3,600 per person

1. Mid - Morning Tea/Coffee with assorted snacks
2. Buffet Lunch inclusive of one soft drink
3. 2 Bottled Mineral Water (one 500ml served in the morning & one in the afternoon)
4. Complimentary, Wi-Fi and (use of the basic gym and swimming pool for the)
5. Writing Material
6. Complimentary Use of the Projector screen
7. Afternoon Tea/Coffee with assorted snacks
8. Complimentary use of our Team Building grounds



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Half Day Conference Package - Kshs 3,000 per person

1. Mid - Morning Tea/Coffee with assorted snacks
2. Buffet Lunch inclusive of one soft drink
3. 1 Bottled Mineral Water (one 500ml served in the morning)
4. Complimentary, Wi-Fi and (use of the basic gym and swimming pool for the)
5. Writing Material
6. Complimentary Use of the Projector screen
7. Complimentary use of our Team Building grounds

Bank Details

Account Name: The Spreadeagle Ltd

Bank: Housing Finance

Branch: Thika

Account No: 1537133204

Branch Code: 500

Bank Code: 061

Swift Code: HFCOKENA

Payment Terms and Conditions

1. All bookings are held as tentative until an LPO is issued and 50% deposit is done.
2. Cancellation Policy
 - Cancellation notice two weeks before : 30% cancellation fee applies
 - Cancellation notice less 48 hours before the reservation date 100% cancellation fee applies
 - 100 % cancellation fee applies for all no - shows
3. Modes of Payment includes: **LPO, LSO, MPESA, CHEQUE, BANK TRANSFERS**

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ACCEPTANCE

In order to reconfirm the arrangements outlined herein, your authorised representative is kindly requested to sign, date, initial all pages, stamp both copies and return one copy to The Sagana Getaway Resort Sales office no later than 14 days from receipt in order to guarantee this FIT Tour contract.

Should there be any additional requirements that we may not have addressed, please let us know as we wish to ensure you have all the necessary information in making **The Sagana Getaway Resort** the preferred hotel for your guest's.

Sincerely

Signed on behalf of the Hotel;

A handwritten signature in blue ink, which appears to be "Maxon Emeli", is written over a horizontal line.

For and on behalf of the Sagana Getaway Resort;

Name: Maxon Emeli

Title: Sales Account Manager

Signature and Date:

Sagana Getaway Resort, P.O. Box 40051 - 00100, Nairobi, Kenya.

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