

27th May 2024

DIG Narendra Singh
Principal Director (Admn)
Indian Coast Guard Headquarters
National Stadium Complex
New Delhi-110011

Dear Sir,

This is with reference to **Indian Coast Guard** hotel requirements across India. We are pleased to offer special rates at Lemon Tree Premier, Lemon Tree Hotels and Red Fox Hotels.

Lemon Tree Hotels is India's first and largest chain of upscale hotels. These hotels have been designed specifically for the discerning business and leisure traveler who is looking for high quality services at the right price. Furthermore, all Lemon Tree Hotels are located in or close to key business or leisure hubs and focus specifically on meeting the safety, security and business needs of their guests.

Each Lemon Tree Hotel offers:


- 24x7 Reception, Housekeeping, In Room Dining
- In-room workstation with WiFi net access
- In-room satellite television (DVD in some room categories) and minibar
- Fitness Center (Life Fitness Gym in some hotels) and where possible, swimming pool
- Conference room options and business center facilities
- Complimentary in room tea/coffee maker with replenishments
- Complimentary internet in the Business Center and complimentary WiFi (24hrs per day) in the room.

Travel assistance, currency exchange and electronic safes.

Our payment terms are as follows:

All bills must be settled by the guest directly on check out, in cash or by credit card. No personal cheques are accepted. For long staying guests, bills must be settled weekly.




नरेन्द्र सिंह / Narendra Singh
उपमहानिरीक्षक / Deputy Inspector General
प्रधान निदेशक (प्रशासन)
Principal Director (Adm)
तटरक्षक मुख्यालय, नई दिल्ली-110001
Coast Guard HQrs, New Delhi-110001

Indian Coast Guard Special Corporate Rates

Enclosed special rates in the annexure are valid from 27th May 2024 onwards and are subject to revision in the allowance by government of India

Find attached detailed hotel wise offer as an Annexure:

- Annexure 1: Director General/Add Director General/Inspector General**
Annexure 2: Deputy Inspector General/Commandant/Commandant (JG)
Annexure 3: Deputy Commandant / Assistant Commandant
Annexure 4: Cancellation/Amendment Policy
Annexure 5: Special Food & Beverage Package-Non Resident Guests

The Booking and contact details are:

For Reservations, please send an e-mail at	E-mail: reservations@lemontreehotels.com bookings@lemontreehotels.com Central Reservation- 9911701701/0124-4165165
Relationship Manager- (For any Feedback, complaints and for any other assistance)	Sunidhi Bala – Sales Executive Mobile Number- 09650070527 Email: sales5.dl@lemontreehotels.com
Director of Sales	Mr. Pawan Sharma E-mail: dos.dl@lemontreehotels.co

Please do sign your acceptance on these rates (at the end of the rate schedule below) within 15 days of the date of this letter. In absence of the same, all reservations will be made at the Best Available Rate (BAR).

We now look forward to welcoming your guests at our hotels across India and to a long and mutually beneficial relationship. Please do let us know should you need any further information or clarifications.

Yours sincerely
Ms. Sunidhi Bala
Sales Executive

Mr. Pawan Sharma
Director of Sales

नरेन्द्र सिंह / Natendra Singh
उपमहानिरीक्षक / Deputy Inspector General
प्रधान निदेशक (प्रशासन)
Principal Director (Adm)
सदरक्षक मुख्यालय, नई दिल्ली-110001
Coast Guard HQrs, New Delhi-110001



Annexure 1
Director General / Add Director General / Inspector General

Special Tariff		
	Single	Spouse
Executive Room / Suites	INR 9375/- + GST	2000 AI
Food Component	1500/- AI	


Inclusions:

- All 03 buffet meals @ Citrus Café
- Laundry (04 pieces per day no carry forward)
- Complimentary Wi-Fi per day (for two devices)
- 15% discount on Food & Soft Beverage
- Use of the swimming pool and fitness center (where available)
- Kid's policy: - Up to two children below the age of 6 years can stay on a complimentary basis, inclusive of breakfast, in the same room
- Extra bed will be charged at 2000 All inclusive.

Hotel List

Hotel Name	City
Aurika Mumbai Skycity	Mumbai
Aurika Hotels & Resorts (1 April – 30 Sept)	Udaipur




नरेन्द्र सिंह / Narendra Singh
सुपमहानिरीक्षक / Deputy Inspector General
Principal Director (Administration)
Coast Guard Headquarters
तटरेखक मुख्यालय नई दिल्ली-110001
Coast Guard HQ's, New Delhi-110001

27th May 2024

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Each Lemon Tree Hotel offers:


- 24x7 Reception, Housekeeping, In Room Dining
- In-room workstation with WiFi net access
- In-room satellite television (DVD in some room categories) and minibar
- Fitness Center (Life Fitness Gym in some hotels) and where possible, swimming pool
- Conference room options and business center facilities
- Complimentary in room tea/coffee maker with replenishments
- Complimentary internet in the Business Center and complimentary WiFi (24hrs per day) in the room.

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उपमहाविभागाध्यक्ष / Deputy Inspector General
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Principal Director (Adm)
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Indian Coast Guard Special Corporate Rates

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Find attached detailed hotel wise offer as an Annexure:

Annexure 1: Director General/Add Director General/Inspector General
Annexure 2: Deputy Inspector General/Commandant/Commandant (JG)
Annexure 3: Deputy Commandant / Assistant Commandant
Annexure 4: Cancellation/Amendment Policy
Annexure 5: Special Food & Beverage Package-Non Resident Guests
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Ms. Sunidhi Bala
Sales Executive

Mr. Pawan Sharma
Director of Sales

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उपमहाविहीक / Deputy Inspector General
प्रधान निदेशक (प्रशासन)
Principal Director (Adm)
सदरक्षक मुख्यालय, नई दिल्ली-110001
Coast Guard HQrs, New Delhi-110001



Annexure 1
Director General / Add Director General / Inspector General

Special Tariff		
	Single	Spouse
Executive Room / Suites	INR 9375/- + GST	Complimentary
Food Component	1500/- AI	Complimentary


Inclusions:

- All 03 buffet meals @ Citrus Café
- Both ways Airport Transfers (With-in 5 KM)
- Laundry (04 pieces per day no carry forward)
- Complimentary Wi-Fi per day (for two devices)
- 15% discount on Food & Soft Beverage
- 03 IMFL or 02 Pints Beer (wherever Recreational BAR available)
- 01 Portion Snack,
- Morning Bed Tea complimentary through In Room Dining (On Request Basis)
- 50% discount on IMFL(Selected Brands-wherever applicable)
- 24hrs internet in the business center
- Use of the swimming pool and fitness center (where available)
- Kid's policy: - Up to two children below the age of 6 years can stay on a complimentary basis, inclusive of breakfast, in the same room
- Extra bed will be charged at 1500 all inclusive.

Hotel List

Hotel Name	City
Lemon Tree Premier	Kolkata
Lemon Tree Premier	Jaipur
Lemon Tree Premier	Ahemdabad
Lemon Tree Premier	Patna
Lemon Tree Premier	Vijayawada
Lemon Tree Premier	Bhubneshwar
Lemon Tree Premier, Aerocity	Delhi
Lemon Tree Premier, City centre	Pune
Lemon Tree Premier, Dwarkadhish	Dwarkadhish
Lemon Tree Premier, Hitec city	Hyderabad
Lemon Tree Premier, Leisure valley 1	Gurugram
Lemon Tree Premier, Leisure valley 2	Gurugram
Lemon Tree Premier, Malad	Mumbai
Lemon Tree Premier, Mumbai International Airport	Mumbai
Lemon Tree Premier, Ulsoor Lake	Bangalore




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 उपप्रधान निदेशक / Deputy Inspector General
 प्रधान निदेशक (प्रशासन)
 Principal Director (Adm)
 तटरक्षक मुख्यालय, नई दिल्ली-110001
 Coast Guard HQrs, New Delhi-110001

Lemon Tree Resort, Kumbhalgarh	Kumbhalgarh
Lemon Tree Wildlife Resort Bhandhavgarh	Bhandhavgarh
Lemon Tree Hotel, Amarante Beach Resort (1 April – 30 September)	Goa
Lemon Tree Hotel, Candolim	Goa
Lemon Tree Hotel, City Centre	Gurugram
Lemon Tree Hotel, East Delhi Mall	Delhi
Lemon Tree Hotel, Electronic City	Bangalore
Lemon Tree Hotel, Gachibowli	Hyderabad
Lemon Tree Hotel, Guindy	Chennai
Lemon Tree Hotel, Hinjewadi	Pune
Lemon Tree Hotel, Kalina	Mumbai
Lemon Tree Hotel, Lazy Lagoon	Goa
Lemon Tree Hotel, Peninsula Suites	Bangalore
Lemon Tree Hotel, Sec 60	Gurugram
Lemon Tree Hotel, Shimona	Chennai
Lemon Tree Hotel, Tarudhan Valley	Gurugram
Lemon Tree Hotel, Udyog Vihar	Gurugram
Lemon Tree Hotel, Viman Nagar	Pune
Lemon Tree Hotel, Whitefield	Bangalore
Lemon Tree Hotel	Chandigarh
Lemon Tree Hotel	Ahemdabad
Lemon Tree Hotel	Indore
Lemon Tree Hotel	Aurangabad
Lemon Tree Hotel	Bhiwadi
Lemon Tree Hotel	Baddi
Lemon Tree Hotel	Katra
Lemon Tree Hotel	Jammu
Lemon Tree Hotel	Dehradun
Lemon Tree Hotel	Alwar
Lemon Tree Hotel	Vadodara
Lemon Tree Hotel	Coimbatore
Lemon Tree Hotel	Lucknow
Lemon Tree Hotel	Siliguri
Lemon Tree Hotel	Gangtok
Lemon Tree Hotel	Jhansi
Lemon Tree Hotel	Aligarh
Lemon Tree Hotel	Port Blair
Lemon Tree Hotel	Agra
Lemon Tree Hotel	Bhopal
Lemon Tree Hotel	Rajkot
Lemon Tree Hotel	Hubli



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प्रधान निदेशक (प्रशासन)
Principal Director (Adm)
तटरक्षक मुख्यालय नई दिल्ली-110001
Coast Guard HQrs, New Delhi-110001

Lemon Tree Hotel	Dapoli
Lemon Tree Hotel	Kasauli
Lemon Tree Hotel	Rishikesh
Lemon Tree Hotel	Manali
Lemon Tree Hotel	Mcleodganj
Lemon Tree Hotel	Mukteshwar
Red Fox hotel	Jaipur
Red Fox Hotel	Dehradun
Red Fox Hotel	Bhiwadi
Red Fox hotel	Neelkanth
Red Fox Hotel	Alwar
Red Fox hotel	Vijayawada
Red Fox hotel	Trichy
Red Fox Hotel, Delhi Airport	Delhi
Red Fox Hotel, East Delhi	Delhi
Red Fox Hotel, Hitec city	Hyderabad
Red Fox Hotel, Sec 60	Gurugram
Sandal Suites, Noida	Noida
Keys Hotel, Katti Ma	Chennai
Keys Lite Hotel	Vishakhapatnam
Keys Lite Hotel Tapovan	Rishikesh
Keys Lite Hotel, Mayfield Gurgaon	Gurugram
Keys Prima Hotel	Thekkady
Keys Select Hotel	Ludhiana
Keys Select Hotel	Vishakhapatnam
Keys Select Hotel	Thiruvananthapuram
Keys Select Hotel	Kochi
Keys Select Hotel	Udaipur
Keys Select Hotel	Ahemdabad
Keys Select Hotel	Kerala
Keys Select Hotel, Hosur Road	Bangalore
Keys Select Hotel, Nestor	Mumbai
Keys Select Hotel, Pimpri Pune	Pune
Keys Select Hotel, Whitefield	Bangalore
Lemon Tree Hotel	Hisar
Lemon Tree Hotel, Banjara Hills	Hyderabad




 नरेन्द्र सिंह / Narenra Singh
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 प्रधान निदेशक (प्रशासन)
 Principal Director (Adm)
 तटरक्षक मुख्यालय, नई दिल्ली-110001
 Coast Guard HQrs, New Delhi-110001

Annexure 2: Deputy Inspector General / Commandant / Commandant (JG)

Special Tariff		
	Single	Spouse (inclusive of taxes)
Superior room	5625 + GST	1250 All Inclusive
Food Component	1250 All Inclusive	

Inclusions:

- Breakfast and one major meal for officer and all 3 meals for spouse
- Laundry (04 pcs per day no carry forward)
- Complimentary wifi per day (for one devise)
- 15% discount on Food & Soft Beverage
- 24hrs internet in the business center
- Use of the swimming pool and fitness center (where available)
- Kid's policy: - Up to two children below the age of 6 years can stay on a complimentary basis, inclusive of breakfast, in the same room
- Extra bed will be charged at 1500 all inclusive.
- Stay for more than 7 nights will include all 3 meals in a day.

Hotel List


Hotel Name	City
Lemon Tree Premier	Kolkata
Lemon Tree Premier	Jaipur
Lemon Tree Premier	Ahemdabad
Lemon Tree Premier	Patna
Lemon Tree Premier	Vijaywada
Lemon Tree Premier	Bhubneshwar
Lemon Tree Premier, Aerocity	Delhi
Lemon Tree Premier, City centre	Pune
Lemon Tree Premier, Dwarkadhish	Dwarkadhish
Lemon Tree Premier, Hitec city	Hyderabad
Lemon Tree Premier, Leisure valley 1	Gurugram
Lemon Tree Premier, Leisure valley 2	Gurugram
Lemon Tree Premier, Ulsoor Lake	Bangalore
Lemon Tree Resort, Kumbhalgarh (1 April – 30 September)	Kumbhalgarh
Lemon Tree Wildlife Resort Bhandhavgarh (1 April – 30 September)	Bhandhavgarh
Lemon Tree Hotel, Amarante Beach Resort (1 April – 30 September)	Goa
Lemon Tree Hotel, Candolim (1 April – 30 September)	Goa
Lemon Tree Hotel, City Centre	Gurugram



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Principal Director (Adm)
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Coast Guard HQrs, New Delhi-110001


Lemon Tree Hotel, East Delhi Mall	Delhi
Lemon Tree Hotel, Electronic City	Bangalore
Lemon Tree Hotel, Gachibowli	Hyderabad
Lemon Tree Hotel, Guindy	Chennai
Lemon Tree Hotel, Hinjewadi	Pune
Lemon Tree Hotel, Lazy Lagoon (1 April - 30 September)	Goa
Lemon Tree Hotel, Peninsula Suites	Bangalore
Lemon Tree Hotel, Sec 60	Gurugram
Lemon Tree Hotel, Shimona	Chennai
Lemon Tree Hotel, Udyog Vihar	Gurugram
Lemon Tree Hotel, Viman Nagar	Pune
Lemon Tree Hotel, Whitefield	Bangalore
Lemon Tree Hotel	Chandigarh
Lemon Tree Hotel	Ahemdabad
Lemon Tree Hotel	Indore
Lemon Tree Hotel	Aurangabad
Lemon Tree Hotel	Bhiwadi
Lemon Tree Hotel	Baddi
Lemon Tree Hotel	Katra
Lemon Tree Hotel	Jammu
Lemon Tree Hotel	Dehradun
Lemon Tree Hotel	Alwar
Lemon Tree Hotel	Vadodara
Lemon Tree Hotel	Coimbatore
Lemon Tree Hotel	Lucknow
Lemon Tree Hotel	Siliguri
Lemon Tree Hotel	Gangtok
Lemon Tree Hotel	Jhansi
Lemon Tree Hotel	Aligarh
Lemon Tree Hotel	Port Blair
Lemon Tree Hotel	Agra
Lemon Tree Hotel	Bhopal
Lemon Tree Hotel	Rajkot
Lemon Tree Hotel	Hubli
Lemon Tree Hotel	Dapoli
Lemon Tree Hotel	Kasauli
Lemon Tree Hotel	Rishikesh




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 Principal Director (Adm)
 तटरक्षक मुख्यालय, नई दिल्ली-110001
 Coast Guard HQrs, New Delhi-110001

Lemon Tree Hotel	Manali
Lemon Tree Hotel	Mcleodganj
Lemon Tree Hotel	Mukhteshwar
Red Fox hotel	Jaipur
Red Fox Hotel	Dehradun
Red Fox Hotel	Bhiwadi
Red Fox hotel	Neelkanth
Red Fox Hotel	Alwar
Red Fox hotel	Vijaywada
Red Fox hotel	Trichy
Red Fox Hotel, Delhi Airport	Delhi
Red Fox Hotel, East Delhi	Delhi
Red Fox Hotel, Hitec city	Hyderabad
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Keys Prima Hotel	Thekaddy
Keys Select Hotel	Ludhiana
Keys Select Hotel	Vishakhapatnam
Keys Select Hotel	Thiruvananthapuram
Keys Select Hotel	Kochi
Keys Select Hotel	Udaipur
Keys Select Hotel	Ahemdabad
Keys Select Hotel	Kerala
Keys Select Hotel, Hosur Road	Bangalore
Keys Select Hotel, Nestor	Mumbai
Keys Select Hotel, Pimpri Pune	Pune
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Lemon Tree Hotel	Hisar
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 Coast Guard HQrs, New Delhi-110001

**Annexure 3 A:
Deputy Commandant / Assistant Commandant**

Special Tariff		
	Single	Spouse (inclusive of taxes)
Standard room / Superior room	2812 + GST	1250 All Inclusive
Food Component	1125 All Inclusive	

Inclusions:

- Breakfast and one major meal for officer and all 3 meals for spouse
- Laundry (04 pcs per day no carry forward)
- Complimentary Wi-Fi per day (for one device)
- 15% discount on Food & Soft Beverage
- 24hrs internet in the business center
- Use of the swimming pool and fitness center (where available)
- Kid's policy: - Up to two children below the age of 6 years can stay on a complimentary basis, inclusive of breakfast, in the same room
- Extra bed will be charged at 1500 all inclusive.

List of Hotels

Hotel Name	City
Red Fox hotel	Jaipur
Red Fox Hotel	Dehradun
Red Fox Hotel	Bhiwadi
Red Fox hotel	Neelkanth
Red Fox Hotel	Alwar
Red Fox hotel	Vijaywada
Red Fox hotel	Trichy
Red Fox Hotel, Delhi Airport	Delhi
Red Fox Hotel, East Delhi	Delhi
Red Fox Hotel, Hitec city	Hyderabad
Red Fox Hotel, Sec 60	Gurugram
Keys Hotel, Katti Ma	Chennai
Keys Lite Hotel	Vishakhapatnam
Keys Lite Hotel Tapovan	Rishikesh
Keys Lite Hotel, Mayfield Gurgaon	Gurugram
Keys Select Hotel	Ludhiana
Keys Select Hotel	Vishakhapatnam
Keys Select Hotel	Thiruvananthapuram
Keys Select Hotel	Kochi



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Principal Director (Adm)
तट रक्षक मुख्यालय नई दिल्ली-110001
Coast Guard HQrs, New Delhi-110001

Keys Select Hotel	Udaipur
Keys Select Hotel	Ahemdabad
Keys Select Hotel	Kerala
Keys Select Hotel, Hosur Road	Bangalore
Keys Select Hotel, Whitefield	Bangalore

**Annexure 3 B:
Deputy Commandant / Assistant Commandant**

Special Tariff		
	Sharing Basis Only	Spouse
Superior Room/Deluxe Room	2812 ++ GST Per Officer	1250 All Inclusive
Food Component	1125 All Inclusive Per Officer	


Inclusions:

- All 02 buffet meals @ Citrus Café – Breakfast & one major meal
- Laundry (04 pcs per day per officer no carry forward)
- Complimentary Wi-Fi per day (for one devise)
- 15% discount on Food & Soft Beverage
- 24hrs internet in the business center
- Use of the swimming pool and fitness center (where available)
- Stay for more than 7 nights will include all 3 meals in a day.
- Extra bed will be charged at 1500 All Inclusive

List of the Hotels


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Lemon Tree Premier	Ahemdabad
Lemon Tree Premier	Patna
Lemon Tree Premier	Vijaywada
Lemon Tree Premier	Bhubneshwar
Lemon Tree Premier, Aerocity	Delhi
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Lemon Tree Premier, Hitec city	Hyderabad
Lemon Tree Premier, Leisure valley 1	Gurugram
Lemon Tree Premier, Leisure valley 2	Gurugram




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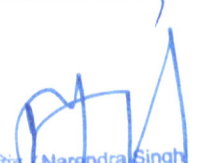
Lemon Tree Premier, Ulsoor Lake	Bangalore
Lemon Tree Resort, Kumbhalgarh (1 April - 30 September)	Kumbhalgarh
Lemon Tree Wildlife Resort Bhandhavgarh (1 April - 30 September)	Bhandhavgarh
Lemon Tree Hotel, Amarante Beach Resort (1 April - 30 September)	Goa
Lemon Tree Hotel, Candolim (1 April - 30 September)	Goa
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Lemon Tree Hotel, Viman Nagar	Pune
Lemon Tree Hotel, Whitefield	Bangalore
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Lemon Tree Hotel	Aligarh
Lemon Tree Hotel	Port Blair
Lemon Tree Hotel	Agra




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 Coast Guard HQrs, New Delhi-110001

Lemon Tree Hotel	Bhopal
Lemon Tree Hotel	Rajkot
Lemon Tree Hotel	Hubli
Lemon Tree Hotel	Dapoli
Lemon Tree Hotel	Kasauli
Lemon Tree Hotel	Rishikesh
Lemon Tree Hotel	Manali
Lemon Tree Hotel	Mcleodganj
Lemon Tree Hotel	Mukhteshwar
Red Fox hotel	Jaipur
Red Fox Hotel	Dehradun
Red Fox Hotel	Bhiwadi
Red Fox hotel	Neelkanth
Red Fox Hotel	Alwar
Red Fox hotel	Vijaywada
Red Fox hotel	Trichy
Red Fox Hotel, Delhi Airport	Delhi
Red Fox Hotel, East Delhi	Delhi
Red Fox Hotel, Hitec city	Hyderabad
Red Fox Hotel, Sec 60	Gurugram
Sandal Suites, Noida	Noida
Keys Hotel, Katti Ma	Chennai
Keys Lite Hotel	Vishakhapatnam
Keys Lite Hotel Tapovan	Rishikesh
Keys Lite Hotel, Mayfield Gurgaon	Gurugram
Keys Prima Hotel	Thekaddy
Keys Select Hotel	Ludhiana
Keys Select Hotel	Vishakhapatnam
Keys Select Hotel	Thiruvananthapuram
Keys Select Hotel	Kochi
Keys Select Hotel	Udaipur
Keys Select Hotel	Ahemdabad
Keys Select Hotel	Kerala
Keys Select Hotel, Hosur Road	Bangalore
Keys Select Hotel, Nestor	Mumbai
Keys Select Hotel, Pimpri Pune	Pune
Keys Select Hotel, Whitefield	Bangalore
Lemon Tree Hotel	Hisar
Lemon Tree Hotel, Banjara Hills	Hyderabad




 नरेन्द्र सिंह / Narendra Singh
 उपमहानिरीक्षक / Deputy Inspector General
 प्रधान निदेशक (प्रशासन)
 Principal Director (Adm)
 तटरक्षक मुख्यालय, नई दिल्ली-110001
 Coast Guard HQrs, New Delhi 110001

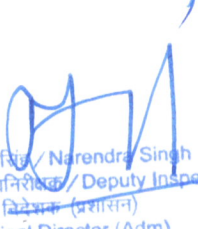
Annexure 4: Cancellation/Amendment Policy

Please note Lemon Tree Hotels' cancellation/amendment policy as under:

For room reservations

- In case there is any no-show or a cancellation/amendment (in part or full), within 24 hours or less from the date of check in , a retention charge, of 1 night's applicable room rate, will be levied. In addition, should the guest check out early, 1 night's retention will be charged in lieu of the night(s) being released, unless the same is advised and acknowledged before 24 Hours.
- The special rates quoted are net and non commissionable.
- The enclosed rates are valid for all reservations.
- Room allocation at any unit would be done subject to availability and hotel reserves the right to regret the accommodation request in case of sold-out and/or limited room inventory.
- The Hotel Check in time is 1400 hrs and check out time is 1200 hrs. Early Check-in and late check-out is subject to availability. An additional charge of 50% of the room rate paid will be applicable for late check outs post 1600 hrs. All guaranteed early morning check-in will require the room to be reserved from the previous night.
- All bills to be settled by the officer at the time of check out.
- These rates are only for the stay of serving Indian Arm Forces Officers and cannot be gifted to anyone else.
- The hotel shall provide separate statement to each occupant for specified room charges and any other expenses.
- Hotel location can be added ahead in order of any other hotel opening happens.


Sunidhi Bala
Sales Executive


नरेन्द्र सिंह / Narendra Singh
उपमहानिरीक्षक / Deputy Inspector General
प्रधान विभाग (प्रशासन)
Principal Director (Adm)
Principal Director (Administration)
Coast Guard Headquarters
New Delhi-110001

