

## Welcome to Capita Business Travel...

Royal Society's preferred Travel Management Company

As a visitor of the Royal Society you are able to make bookings via telephone or email through Capita Business Travel, this will enable you to obtain the Society's preferred hotel rates, subject to the hotel – the contact information is detailed below:

### One Stop Shop Solution

- Air Travel
- Rail Travel
- Hotels
- Car Hire
- Ferry Travel
- Airport Parking
- Group Travel
- Conferences
- Event Management
- Foreign Currency
- Travel Advice
- Passport & Visas

### How do I make a booking?

All bookings made through Capita Business Travel is strictly **Credit Card Only**. Please note all hotels rates are subject to change due to availability

**Please quote RS004 when making your booking**

The travel team is available from 8am till 6.30pm Monday to Friday. Bookings can be made over the phone or email using the contact details opposite.

### Contact Details

Phone:  
0871 224 6404 option 1

Email:  
[clientsroyalsociety@capita.co.uk](mailto:clientsroyalsociety@capita.co.uk)

HOTEL	Website	ACCESSIBILITY AT PROPERTY	NLRA COMMISSIONABLE 2012 RATE SUBMITTED INCLUDING B&B AND VAT (@ 20%)	MEAL BASIS
GRANGE FITZROVIA HOTEL	<a href="http://www.grangehotels.com/hotels-london/grange-fitzrovia-hotel/grange-fitzrovia-hotel.aspx">http://www.grangehotels.com/hotels-london/grange-fitzrovia-hotel/grange-fitzrovia-hotel.aspx</a>	1 step into building. Lifts	<b>£133.00</b>	FULL BREAKFAST
GRANGE LANGHAM COURT	<a href="http://www.grangehotels.com/hotels-london/grange-langham-court-hotel/grange-langham-court-hotel.aspx">http://www.grangehotels.com/hotels-london/grange-langham-court-hotel/grange-langham-court-hotel.aspx</a>	Steps into building, limited accessibility for wheelchair users. No ramps into building.	<b>£129.00</b>	FULL BREAKFAST
GRANGE ROCHESTER HOTEL	<a href="http://www.grangehotels.com/hotels-london/grange-rochester-hotel/grange-rochester-hotel.aspx">http://www.grangehotels.com/hotels-london/grange-rochester-hotel/grange-rochester-hotel.aspx</a>	4/5 steps into building. No access for wheelchair users.	<b>£131.00</b>	FULL BREAKFAST
GUOMAN CHARING CROSS	<a href="http://www.guoman.com/charing-cross">www.guoman.com/charing-cross</a>	Main Entrance - Wheelchair accessible at street level. 2 accessible rooms. Lifts	<b>£196.00</b>	FULL BREAKFAST
ROYAL TRAFALGAR HOTEL	<a href="http://www.thistle.com/en/hotels/united_kingdom/london/the_royal_trafalgar/index.html">http://www.thistle.com/en/hotels/united_kingdom/london/the_royal_trafalgar/index.html</a>	No steps into the hotel building, however steps to enter the restaurant and from the lifts to the rooms. Hotel has 4 accessible rooms	<b>£155.00</b>	FULL BREAKFAST
STRAND PALACE	<a href="http://www.strandpalacehotel.co.uk/">http://www.strandpalacehotel.co.uk/</a>	Main entrance have only steps. Entrance on Exeter Street has ramped access. 3 accessible rooms. Lifts	<b>£134 SGL / £164 DBL/TWN</b>	FULL BREAKFAST