**Instructions for booking a room at NH Madrid Balboa with IESE special group rate**

Direct link to booking webpage: <https://www.nh-hotels.com/en/event/iese-business-school-3252599>

**\*\* This special IESE rate will be available until April 24.**

* Once on the booking link, select "**Book Hotel**".
* Then, choose from the **available booking dates** (**June 17 to June 20**).
  + \*\* Please check that the dates you selected appear correctly in the summary of the booking process. If not, go back and re-start the booking process.
* Select **1 adult** on the dropdown arrow for "**Occupancy**".
* Finally, select "**Book now**" and proceed with the booking where you will find the special rate indicated per night and the final rate for the total of nights you choose. Breakfast is included.
* Full payment will be required at the hotel upon check-in.
* A credit card is required only as a guarantee in case of non-payment or partial payment, cancellations beyond the permitted time, unpaid extras, late check-out and early check-in, late arrivals, early departures, and no-shows.