

# **DIRECTORY OF SERVICES**



#### **AIRPORT**

Lisbon International Airport – Portela – 20 minutes from the Hotel (12Km | 7miles).

# **CAR RENTAL | TOURS**

We have special conditions with luxury car rental companies, with or without driver. For more information, please contact the Reception (9).

## **BABYSITTER**

In case you need a babysitter, please contact the Reception (9).

#### **LUGGAGE SERVICE**

After checking-out, if you wish to leave your luggage at the Hotel until your departure, please contact the Reception (9).

## **BARS**

Bar & Terrace "Il Gattopardo" – 3rd Floor – Open from 12:30am to 12pm. Closed during the weekend. Bar "Le Café" – Lobby – Open every day from 6:30am to 1am

## **BUSINESS CENTER**

Located on the H floor, and equipped with internet access, personal computer, printer, telefax, color printer and secretariat assistance.

Open 24 hours.

## **KEY CARD HOLDER**

The key card holder will be given to you at the check-in (with your key card).

It works like an identification card. Please always keep it with you. If you lose any of them, please contact the Reception immediately.

#### **SHOPPING CENTER**

You can visit Amoreiras Shopping Center in front of the Hotel, which offers a variety of stores, restaurants, and cinema screens.

# CHECK-IN from 2pm | CHECK-OUT until 12am

Check-out time is before midday. If you wish to leave your room later or extend your stay, please contact the Reception, for availability.

#### **SAFETY DEPOSIT BOX**

All rooms are equipped with individual safety boxes, inside the closet. There you may find the instructions on how to use the safe.

We hereby inform that, by Law, the Hotel cannot be held responsible for any valuable items left in the room. We have a safety deposit box at the Reception where you may leave all your valuable objects.

## **MAIL**

You may leave all your post stampedmail at the Reception. If you need help, please contact the Reception (9).

#### **DUTYMANAGER**

The Hotel has a Duty Manager at your service, to guarantee your well being. In case you need to contact the Duty Manager, please call the Reception (9).

## E-MAIL

The Hotel's e-mail contact is: <a href="mailto:lisboa.booking@saviotti.pt">lisboa.booking@saviotti.pt</a>

## **EMERGENCY**

In case urgent assistance is needed, simply remove the hand set from the telephone. After a few seconds an alarm will be activated in the Reception, and someone will come in rescue.

# **PARKING LOT**

The Hotel has a private parking lot. Please contact the Reception for more information regarding prices. Before leaving, please validate your ticket at the Reception.

#### **SMOKERS**

We have one smoking area: the outdoor terrace at Ristorante "Il Gattopardo".

# HOUSEKEEPER

In case you need the room made-up, extra towels, blankets or pillows, please contact the Housekeeper (40) or the Reception (9).

#### **FIRE**

The Dom Pedro Lisboa Hotel fulfills all the legal regulations concerning fire and emergency exits.

You will find a floor plan in your room with the emergency exits and instructions on how to proceed in case of fire.

#### **INTERNET**

Free internet access in the lobby (Internet Room). Free WiFi access for all guests.

#### **LAUNDRY**

Next to the safe deposit box, inside your closet, you will find a laundry and dry cleaning request form. Please fill it and place it together with the laundry bag.

Kindly inform the Housekeeper or leave the bag over the bed.

Regular Service – clothing will be returned in 24hours, except on Saturdays, Sundays and Bank Holidays.

Express Service – clothing handed until 10am will be delivered on the same day, except on Saturdays, Sundays and

Bank Holidays. Additional charge of 50% will apply.

## **MEDIC**

In case you need medical assistance or any medicine, please contact the Reception (9).

## **MESSAGES**

On the telephone hand set you may find a small message light that, when blinking, means there is a message for you. To receive it, please dial 77.

# **MINIBAR**

All rooms are equipped with a mini-bar containing a variety of alcoholic and non-alcoholic drinks, and also dry snacks and chocolates.

## **BUFFET BREAKFAST**

Buffet breakfast is served daily at the Bistrot "Le Café" – Floor H, in the following schedules:

Every day – from 6:30am to 10:30am.

Continental Breakfast is also available.

#### **LOST & FOUND**

If you have lost or found any item, please contact the Housekeeper or the Reception (9).

#### **RESTAURANTS**

"Il Gattopardo" is a gourmet Italian restaurant located on the 3rd floor. This restaurant also offers an all year outside terrace for al fresco dinning (smoking area available at outside terrace).

Lunch: from 12:30pm to 3pm | Dinner: from 7:30pm to 10:30pm. Last sitting: 09:30pm (Tasting menu). Closed on Saturday and Sunday.

Bistrot "Le Café" is located at the H floor. Here you can have your breakfast, lunch or dinner. It is a great place to try our Portuguese specialties as well as international cuisine.

Lunch: from 12:30pm to 3pm (Portuguese Specialties Buffet) | Dinner: from 7:30pm to 10:30pm Beyond these schedules, please check the Sandwiches & Snacks menu.

# **MEETINGS | CONGRESSES | EVENTS**

The Hotel has 20 meeting rooms offering 1.600 sqm (17.200sqft) of naturally lit space. Conferences for 400 persons in theater style or banquets for 276 are available in the Verdi Ballroom. The smaller rooms are perfect for breakout sessions.

## **HAIRDRYER**

There is a hairdryer in your room, inside your dressing table.

## **WAKE-UP CALL**

The Hotel Dom Pedro Lisboa offers a wake-up service. To activate it, please contact Reception (9).

## **ROOMSERVICE**

Breakfast in the room: from 6am to 12pm. Lunch: from 12:30pm to 3:30pm. Dinner: from 7pm to 11:00pm

Snacks: from 10am to 11:30pm

24Hours service: Please check the Room Service menu

A room service tax will apply per each service ordered – please check the Room Service menu.

To contact Room Service, please dial 1.

## **SPA AQUAE**

The SPA Aquae is an urban retreat, an escape for your mind and body, where you can find your balance, Floor -5. Open every day from 9am to 8pm.

SPA Aquae features an indoor swimming pool with chromotherapy, cardio-fitness room, Jacuzzi, sauna, steam bath and 5 treatment rooms. For further information and booking, please dial 3240.

The access of children to the swimming pool is only allowed between 10am and 2pm.

#### TAXI

In case you need a taxi, please contact the Reception (9) ten minutes in advance. Our Front Office Staff will gladly assist you with your transportation needs.

## **TELEPHONE – IN HOUSE CALLS**

Reception: 9 Housekeeper: 40 Bistrot "Le Café": 50

Restaurant "Il Gattopardo": 51

Room Service: 1

Room to room calls: dial 2 + room number

# **TELEPHONE – OUTCALLS**

National calls (Portuguese telephone numbers): Dial 0 to get an outside line + telephone number.

<u>International calls:</u> Dial 0 to get an outside line + 00 + Country code + telephone number.

There is a charge, per unit, in all communications.

For further information please contact the Reception (9).

# **TELEVISION | PAY TV | RADIO**

On your TV, apart from the national and international channels, there are movies and radio channels available. Once you have selected a movie, it will automatically be charged to your bill.

