

RETURN COMPLETED BOOKING FORM TO

Email: Elizabeth Kelly sales@eventsinfocus.net or Randy Wright rwright@eventsinfocus.net

Discount rates are only available from Events in Focus, the Official Housing Agent

DELEGATE INFORMATION Please fill in **BLOCK LETTERS** (Please fill in one registration form per delegate)

First Name _____ Last Name _____
 Dr. Mr. Mrs. Ms.
Company Name _____
Address _____
City _____ Post Code _____ Country _____
Phone (Country Code _____) _____ Fax (Country Code _____) _____
Email _____

ACCOMMODATION

Rates are shown per room, per night basis and inclusive breakfast (in the breakfast room), services and tax
Hotel de Paris : 275€ single or double **Le Meridien Beach Plaza : 175€ single or double**
Fairmont : 175€ single or double **Novotel : 155 € single or double**

Hotel Preference :

	Single	Double	Twin
1 ST CHOICE _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 ND CHOICE _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Arrival Date _____ Departure Date _____ No of Nights _____

I will be sharing a room with _____

Smoking Non-smoking

BOOKING DEPOSIT

Room availability will be guaranteed for reservations received by 15th October 2009, after that date Events in Focus will handle requests subject to availability

All rooms will be guaranteed through a valid credit card number received

- A first night deposit, may be taken by the hotel up to 30 days prior to arrival.
 - Between 29 days to 15 days prior to arrival, the hotel will automatically charge the individual guest a second night of deposit
 - 14 days prior to arrival, the hotel will charge the remaining balance of the full stay
- > Credit Card (American Express, Visa, Mastercard) Card Number _____

Expiry Date ____ / ____
3 or 4 (for Amex) digit numbers in a signature space / security code on the reverse side _____

Cardholder's Name _____ Cardholder's Signature _____

CANCELLATION POLICY Cancellation of any confirmed reservation will be charged 1 night up to 15 days prior to arrival and full stay from 14 to arrival day. Individuals are responsible for no show and cancellation fees