

Hotel Reservation Form (one form per room)

Mr Mrs Prof. PD Dr.

To be returned before 9 August 2012 to:

Family name (please underline) / First name,

Accompanying person

Street, No.

Congrex Travel AG
Peter Merian-Strasse 80
CH-4002 Basel
Switzerland
Fax +41 61 690 94 14
Email: congrextravel@congrex.com

P.O.Box

Postal code / Zip code

City

Country

State/County (where applicable)

E-Mail (if available)

Telephone business

Fax

Telephone home

Date of arrival: _____ Estimated time of arrival: _____

Date of departure: _____ Number of nights: _____

Arrival by car train airplane

Hotels	Single room	Double room
Price-Category A	<input type="checkbox"/> EUR 235.00 – 265.00	<input type="checkbox"/> EUR 265.00 – 295.00
Price-Category B	<input type="checkbox"/> EUR 200.00 – 230.00	<input type="checkbox"/> EUR 230.00 – 260.00
Price-Category C	<input type="checkbox"/> EUR 165.00 – 195.00	<input type="checkbox"/> EUR 195.00 – 225.00

All rates are per room and per night, including breakfast, service and taxes.

Preferred hotel: _____

Congrex Travel reserves the right to book an alternative hotel in the same category if the preferred hotel is fully booked.

Reservation

For booking, please complete this hotel reservation form and return it to Congrex Travel AG, Basel, not later than **9 August 2012**. Requests will be accepted thereafter, however, hotel accommodation is subject to availability and cannot be guaranteed. **After this deadline, bookings are only possible against full payment by credit card and an extra late reservation fee of € 30.- will be charged.**

Payment Policy

To guarantee your reservation a **deposit of € 200.-** is required. Please include either a copy of your bank transfer to our account at the UBS AG, or provide a credit card that we shall debit. Upon receipt of the deposit, each participant will receive a final confirmation with an invoice. **Full payment has to be made to Congrex Travel by 9 August 2012.** Do not send any payment to the Hotel.

Please indicate form of payment for the deposit:

Bank transfer - free of charge for recipient – to the account of CongrexTravel at UBS AG, CH-4002 Basel Account Number 595.400.60G, IBAN Number CH95 0023 3233 5954 0060G, Swift code UBSWCHZH80A.

Credit card payment - For credit card payment we will send you a secured payment link and confirmation/invoice upon receipt of your booking form.

All room charges must be prepaid to Congrex Travel AG. However, when checking out, all extras (mini-bar, telephone charges, room service, etc.) must be settled with the hotel directly.

Cancellation Policy

If your hotel reservation is cancelled before **9 August 2012**, the deposit will be refunded less € 60.- handling fee. If your reservation is cancelled after **9 August 2012** or if you arrive later or leave earlier than on the dates indicated on your reservation form, the total accommodation amount will be charged and no refunds can be made.

Any change of reservation will be subject to a handling fee of € 30.-. Changes or cancellations have to be made in writing to Congrex Travel AG, Basel. Please do not contact the hotel directly.

Date: _____ Signature: _____

The participant acknowledges that he/she has no right to lodge damage claims against the organizers should the holding of the congress be hindered or prevented by unexpected political or economic events or generally by force majeure, or should the non-appearance of speakers or other reasons necessitate program changes. With reservation, the participant accepts this proviso.