swissôtel DÜSSELDORF / NEUSS

Rheinallee 1
D-41460 Neuss, Germany
Tel: +49 (0)21 31 77-00 Fax: +49 (0)21 31 77-13 66
"Concept Heidelberg" March 08th to March 10th 2010

Accommodation Booking Form

Hotel Room Reservation Form to be completed in block letters and sent by email or fax.

Last name:-_____ First name:-_____

Company:-_____
Address:-_____

Tel:-_____ Fax:-_____
Email:-_____

Arrival date:-_____ **Departure date:-_____**

☐ **Single room** **€135 per night** ☐ **Double room** **€160 per night**

The breakfast form our buffet is included.

In order to secure the room reservation, would you please fill up the following:-

Card holder's name:-_____

I authorize the Swissôtel Düsseldorf / Neuss to charge the following card number for this booking:

☐ American Express ☐ Visa ☐ Euro / Master Card

Expiry Date: ...../.....

Signature :-_____

Conditions of reservation

- ⇨ All bedrooms reservation have to be **guaranteed by a credit card number.**
- ⇨ A cancellation free of charge is possible until **February 23rd 2010**. For later cancellations, **the room will be charged** with **90%** for **the whole duration** to the **participant's credit card**.
- ⇨ All **changes or/and cancellation** must be sent in writing to the Swissôtel Düsseldorf / Neuss **exclusively.**
- ⇨ If the participant **no-shows** on the first night of the event, the **room will be charged with 90%** on his credit card for the **whole duration of stay** and the reservation will be **cancelled for the rest of the stay.** In case of early departure, hotel will charge 90% of the room per night for the remaining nights.
- ⇨ The Swissôtel Düsseldorf / Neuss will send you a confirmation number in writing to the fax number above mentioned.

Part to be filled by the Reservations Department

Confirmation Number:-
Date:-
Signature:-

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