

housing form
for

CLIMATE 10-12/4/2007

Crowne Plaza hotel | Czech Republic

Please fill this form and fax or mail to reservations at the Crowne Plaza hotel
no later than **10th March 2007**

PERSONAL INFORMATION

First & Family Name

Company

City ZIP / Postal Code

Country

Daytime Phone – Country Code (City / Area Code) Number

Fax Number – Country Code (City / Area Code) Number

E-mail Address

Arrival Date Departure Date

ACCOMMODATION

RATES: Single room rate EUR 120,- per room per night

Double room rate EUR 130,- per room per night

The above rates include buffet-breakfast, 5% VAT, City Tax and Service charges.

Info: The guest acknowledges joint and several liability for all services rendered until full settlement of the bill. Management takes no responsibility for valuables left in the guest room.

Departure time is 12 noon. Personal cheques are not accepted.

For visa requirements please refer to www.mzv.cz > English version > travel & living abroad

Select Type of Room Desired:

- Single Occupancy – 1 bed, 1 person
 Double Occupancy – 1 bed, 2 persons
 Double Occupancy – 2 twin beds

- Smoking Non Smoking

List all persons (with arrival/departure date) you will be sharing a room with:

Special requests

DEPOSIT AND PAYMENT INFORMATION

I guarantee my arrival and the payment of my account with the following credit card:

- Credit Card: American Express Diners Club
 Master Card VISA

Credit Card Number

Expiration Date

Name on the Card

Date Cardholder Signature

INFO: Certain room allocation has been made for the purpose of the conference at the Crowne Plaza hotel. Requests received after the cut-off date (28 Feb 2006) will be confirmed only upon hotel availability. Hotels cannot guarantee an availability if the contracted allocation is filled earlier than the cut-off date.

CANCELLATION CONDITIONS: The hotel holds the rights to charge you accordingly in case the reservation was not cancelled **7 days** before the arrival otherwise 1 night charge applies. **No-show fees are subject to 1 night charge.**

VAT on accommodation: The above rates include 5% VAT, which is the statutorily applicable VAT. If the statutory VAT changes, the above mentioned rates will increase or decrease accordingly and automatically as of the day of effectiveness of the new statutory VAT.

SUBMIT THIS FORM (one form per room)

Once your reservation is processed, a confirmation will be sent to you at the contact numbers provided.

By Fax: **+420 296 537 847**
By Phone: **+420 296 537 277**
By E-mail: **convention@crowneplaza.cz**
By Mail: **Crowne Plaza ******
 Koulova 15, 160 45 Prague 6
 Czech Republic

THANK YOU – for choosing CROWNE PLAZA HOTEL!
(to be filled by hotel only)

With pleasure we confirm your reservation:

Confirmation nr.: _____

Signature: _____