



Lisbon, Portugal, 22–25 May 2012

Hotel Reservation Form (one form per room)

 Mr Mrs Prof. PD Dr

To be returned before 14 March 2012 to:

Family name (please underline)/First name, initial(s)

Accompanying person

Hospital/Institute/Company

Department

Street, No.

PO Box

Postal code/Zip code

City

Country

State/County (where applicable)

Phone

E-mail (mandatory)

Fax

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"/> € 290 – 340	<input type="checkbox"/> € 315 – 365
Price category B	<input type="checkbox"/> € 235 – 285	<input type="checkbox"/> € 260 – 310
Price category C	<input type="checkbox"/> € 180 – 230	<input type="checkbox"/> € 205 – 255
Price category D	<input type="checkbox"/> € 125 – 175	<input type="checkbox"/> € 150 – 200
Price category E	<input type="checkbox"/> € 80 – 120	<input type="checkbox"/> € 95 – 145

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

Please complete this hotel reservation form and return it to Congrex Travel AG, Basel, not later than **14 March 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 handling fee of € 30 will be charged.**

Payment Policy

To guarantee your reservation a deposit of € 175 is required. Upon receipt of the deposit, each participant will receive a final confirmation with an invoice. **Full payment has to be made to Congrex Travel AG by 14 March 2012.**

Please indicate form of payment for the deposit:

- Bank transfer – free of charge for recipient – to the account of Congrex Travel AG at UBS AG, 4002 Basel, Switzerland
Account No. 595.400.60G, IBAN No. CH95 0023 3233 5954 0060G, BIC 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 by **14 March 2012**. 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 **14 March 2012**, the deposit will be refunded less € 60 handling fee. If your reservation is cancelled after **14 March 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 organisers should the holding of the conference 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 programme changes. With his / her reservation, the participant accepts this proviso.