

# ESSCIRC / ESSDERC 2006

18<sup>th</sup> – 22<sup>nd</sup> September 2006, Montreux

## Hotel reservation (one form per room)

Mr  Ms Last name.....

First name .....

Room shared with .....

Company .....

Street & nb. ....

P.O. Box .....

ZIP ..... Town .....

Country .....

Professional phone ..... Professional fax .....

E-mail ..... Mobile phone .....  Plane

Arrival date ..... Arrival time ..... Arrival by  Train

Departure date ..... Departure time .....  Car

To be returned before **31<sup>st</sup> July 2006** to the

**Montreux Convention Center Ltd**  
**P.O. Box 1151**  
**1820 Montreux 1**  
**Switzerland**  
**Tel +41 21 962 21 01**  
**Fax +41 21 962 21 12**  
**RoddyN@montreuxcongres.ch**

### Hotel category

	<b>1st choice</b>	<b>2<sup>nd</sup> choice</b>
	Single or double room	What would you prefer if the requested
Hotel*****	<input type="checkbox"/> CHF 320/390	category is not available anymore ?
Hotel****	<input type="checkbox"/> CHF 240	
Hotel***	<input type="checkbox"/> CHF 180	
Hotel**	<input type="checkbox"/> CHF 120	
Hotel*	<input type="checkbox"/> CHF 110	
		<input type="checkbox"/> an upgrading
		<input type="checkbox"/> a downgrading

The rates are per room and per night, with breakfast, service and VAT included.  
 The city tax is not included in those rates. Its amount can vary according to the hotel category.

### Confirmation

To make a reservation, please fill out this form and send it back **by 31<sup>st</sup> July 2006** to the Montreux Convention Center Ltd, Grand-Rue 95, P.O. Box 1151, 1820 Montreux 1, Switzerland, Tel. +41 21 962 21 01, Fax +41 21 962 21 12, e-mail RoddyN@montreuxcongres.ch.

**As from 1<sup>st</sup> August 2006**, requests for hotel bookings will be accepted but not guaranteed. Moreover, the CCM will charge you an extra fee of CHF 25 for each reservation.

You will receive a confirmation of your booking by fax or mail. This booking is **firm and guaranteed by your credit card**.

American Express     Eurocard/Mastercard     Visa     Diners

Number    \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_    Expiry date \_\_\_\_ / \_\_\_\_

No CVV2    \_\_\_\_\_ (these are the 3 last figures shown in the signature field at the back of your card)

By this form, you allow the hotel and the CCM to debit your accommodation costs or any other fees from your credit card.

### Cancellation and modification policy / No-show costs

The Convention Center must be notified about every modification and cancellation **in writing only and at least 72 hours prior to arrival**. A sum of CHF 25 will be charged by the CCM for each change and cancellation.

In the event of a no-show, a compensation of up to 75% of the total accommodation cost may be invoiced by the hotel.

Date ..... Signature of the card holder.....