

IAIA'02 HOTEL RESERVATION FORM

The Hague, The Netherlands, 15-21 June 2002

Register online at WWW.IAIA.ORG for fastest, most accurate service!

Please type or use BLOCK LETTERS (one room per reservation form). Keep a copy of this form for your own records.

DEADLINE

For **guaranteed** hotel reservation:

1 March 2002

After the deadline, rooms will be available on request.

RETURN THIS FORM TO

ATP Congresses & Meetings

P.O. Box 11632

2502 AP The Hague

The Netherlands

FOR MORE INFORMATION

About your hotel reservation:

ATP Congresses & Meetings

Telephone: +31 70 3766730

Fax +31 70 4272770

iaia@atp.nl

PARTICIPANT INFORMATION

Family name First name Initials..... ☐ Mrs ☐ Ms ☐ Mr
 Company/Organisation
 Department
 Address
 Postal Code City Country
 Telephone Fax E-mail

HOTEL ACCOMMODATION

No hotel reservation can be made without a credit card guarantee or bank transfer.

- Your credit card will be charged for €20,50 reservation fee.
- If you pay by bank transfer, you will be charged €20,50 reservation fee.
- In case of credit card guarantee, all hotel costs have to be paid directly to the hotel upon departure (lodging, breakfast, city tax, telephone, minibar).

Deadline 1 March 2002

Date of arrival..... Number of nights Date of departure
 Type of room ☐ single room ☐ twin room ☐ double room
 Name second person in the room (if applicable).....

Please choose your hotel (see page 32)

1st choice No. 2nd choice No. 3rd choice No.
 Name..... Name..... Name.....
 Remarks.....

TERMS OF PAYMENT

☐ I guarantee my hotel reservation by credit card. Please fill out your credit card details:

☐ Euro/MasterCard ☐ Amex ☐ Visa ☐ Diners

Name card holder

Card number Expiry date

CVC number (applicable for EC/MasterCard and Visa; see back side of credit card)

Signature

☐ I herewith authorise ATP Congresses & Meetings to charge my credit card for the reservation fee of €20,50.

☐ I would like to pay the total hotel costs plus the reservation fee €20,50 by bank transfer. Please send me an invoice.

I herewith declare that I have read and agreed with all bookings/cancellation conditions as stated on page 32.

Date Signature

IAIA'02 CONFERENCE HOTELS

	Hotel name	Room Type	Single €	Double €	Location	Proximity to Congress Centre
****	1. Sofitel Den Haag	Single	227,00	---	City Centre	15 minutes public transportation
		Business	252,00	---		
****	2. Mercure	Standard	177,00	---	City Centre	15 minutes public transportation
	3. Golden Tulip Bel Air	Superior	149,00	165,00	Netherlands Congress Centre	2 minutes walk
	4. Novotel Den Haag Centrum	Standard	176,50	---	City Centre	15 minutes public transportation
	5. Parkhotel Den Haag	Standard	121,00	---	City Centre	15 minutes public transportation
		Twinroom	157,00	190,00		
	6. Dorint Hotel	Standard	225,00	---	City Centre	On top of Congress Centre
		Deluxe	254,00	---		
		Suite	339,00	---		
***	7. Esquire Hotel	Standard	87,00	---	Netherlands Congress Centre	10 minutes walk
		Twin room-single use	107,00	---		
		Twin room-double use	---	114,00		
	8. Badhotel Scheveningen	Standard	145,00	160,00	Seaside	10 minutes public transportation
	9. Ibis Hotel Scheveningen	Standard	96,00	118,00	Seaside	10 minutes public transportation
**	10. Hotel Sebel	Single	72,00	---	City Centre	15 minutes public transportation
		Twinroom	87,00	89,00		
HOLIDAY HOUSES						
	11. Kijkduinpark	Chalet	68,00	78,00	Seaside	20 minutes public transportation

BOOKING AND CANCELLATION CONDITIONS OF HOTEL RESERVATION

- Rooms will be allocated on "first come, first served" basis
- Reservations can only be made through this hotel reservation form
- A separate reservation form must be completed for each conference participant in attendance. Please photocopy this form.
- All mentioned room rates are per room per night, including breakfast and city tax; excluding €20,50 reservation fee.
- Immediate room availability cannot be guaranteed for early arrivals, unless the rooms is booked and paid for the previous night. Usual check-in time will be 15.00 hours CET.
- Accommodation will only be guaranteed if reservations are received by **1 March 2002**. After this date, rooms will be available on request.
- We retain the right to book your room in the hotel of your second or third choice in case the first or second chosen hotel is fully booked.
- Cancellation conditions:
 - Cancellation and/or changes should be made in writing to ATP Congresses & Meetings.
 - Cancellation charges:
 - in case of a cancellation within three (3) months prior to arrival, 25% of the total reservation value (room rate x number of nights) will be charged.
 - in case of a cancellation within two (2) months prior to arrival, 50% of the total reservation value (room rate x number of nights) will be charged.
 - in case of a cancellation within one (1) month prior to arrival, 100% of the total reservation value (room rate x number of nights) will be charged.
- In case of "no show," ATP Congresses & Meetings will charge your credit card for the total amount of the total reservation value.
- In case of cancellation, the reservation fee of €20,50 and the cancellation fee will be charged at all times by ATP Congresses & Meetings.
- In case of payment by credit card, the costs of lodging, breakfast, city tax, and any extras during your hotel stay (mini bar, telephone, etc.) will have to be paid directly to the hotel.
- In case of a bank transfer, any extras during your stay (mini bar, telephone, etc.) have to be paid directly to the hotel.
- For each change in the hotel reservation we will charge a fee of €11,34.
- We do not accept cheques for payment.
- Any refunds will be processed after the conference.
- On all credit card charges we will add 5% cost of the total amount.
- On all bank payments we will add €9,00 bank costs.

Confirmation

Each participant will receive a confirmation of the hotel reservation. We will send you the hotel voucher, only after having received the total amount by bank or a credit card guarantee. In case you fail this obligation, we reserve the right to cancel your hotel reservation and charge you for the cancellation fee. This hotel voucher will indicate the name of the hotel, the type of room reserved, the date of arrival and departure and all other necessary information. Please hand this voucher over to the reception of the hotel.

In case a credit card guarantee has been given, the credit card will be charged accordingly by ATP Congresses & Meetings.