



**BEST RETURN BEFORE 15 JUNE 2010**

### ACCOMMODATION FORM (ONE FORM PER ROOM)

for Conference Department use only  
 PRN .....

Please use CAPITAL LETTERS or staple a business card for all details. **For an easier and faster hotel booking, you may also go to [www.edtnaerca.org](http://www.edtnaerca.org)**

<b>EDTNA/ERCA Secretariat</b> 5. května 65, CZ-140 21, Prague 4, Czech Republic Tel./Fax: +420 261 174 318 Email: <a href="mailto:queries@edtnaerca.org">queries@edtnaerca.org</a>	<b>EDTNA/ERCA Conference Department</b> CZECH-IN s.r.o., 5. května 65, CZ-140 21, Prague 4, Czech Republic Tel./Fax: +420 261 174 301/5, <b>Fax: +420 261 174 307</b> Email: <a href="mailto:Dublin2010ACC@edtnaerca.org">Dublin2010ACC@edtnaerca.org</a>
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**A PARTICIPANT DETAILS**  Prof  Dr  Mr  Mrs  Ms

LAST NAME / FAMILY NAME

FIRST NAME

INSTITUTION / COMPANY

STREET / P.O. BOX

POSTAL CODE  CITY

COUNTRY

PHONE  FAX

EMAIL

**B ACCOMMODATION** For hotel details please go to the conference website Accommodation section ([www.edtna-erca-dublin2010.com](http://www.edtna-erca-dublin2010.com))

	Single room	Double room		
Isaacs ***	<input type="checkbox"/> 135 €	<input type="checkbox"/> 145 €	Date of arrival	<input type="text"/>
The Morgan ****	<input type="checkbox"/> 145 €	<input type="checkbox"/> 165 €	Date of departure	<input type="text"/>
Trinity Capital ****	<input type="checkbox"/> 133 €	<input type="checkbox"/> 160 €	2 <sup>nd</sup> choice hotel (if 1 <sup>st</sup> not available)	<input type="text"/>
Academy Plaza Best Western ***	<input type="checkbox"/> 119 €	<input type="checkbox"/> 129 €	Sharing room with (if double)	<input type="text"/>
Cassidys ***	<input type="checkbox"/> 120 €	<input type="checkbox"/> 160 €	Special requirements	<input type="text"/>
North Star Hotel ***	<input type="checkbox"/> 110 €	<input type="checkbox"/> 135 €		
Augustine Apartments	<input type="checkbox"/> 95 € <sup>x</sup>	<input type="checkbox"/> 125 € <sup>x</sup>	TOTAL:	<input type="text"/>
South Dock Apartments	<input type="checkbox"/> 80 € <sup>xx</sup>	<input type="checkbox"/> 95 € <sup>xx</sup>		€
Castle ***	<input type="checkbox"/> 75 €	<input type="checkbox"/> 105 €		
Fitzwilliam Hotel ***** (executive rooms)	<input type="checkbox"/> 170 €	<input type="checkbox"/> 180 €		
Clontarf Castle ****	<input type="checkbox"/> 130 €	<input type="checkbox"/> 140 €		

All rates are quoted in EUR per room/per night including breakfast and VAT.  
 All extras (mini-bar, phone, room service etc.) must be settled directly with the hotel upon departure.  
 Booking, cancellation, change of reservation and payment conditions can be found on page 2 of this form, in Preliminary programme and on the conference website ([www.edtna-erca-dublin2010.com](http://www.edtna-erca-dublin2010.com)).  
<sup>x</sup> Rates for Augustine Apartments are quoted per 1 and 2 bedroom apartment excl. breakfast; optionally at EUR 7/pp.  
<sup>xx</sup> South Dock Apartments: Rates are inclusive of VAT and exclusive of breakfast. Breakfast may be served as of 8 am in the adjacent Café at EUR 9.



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### TERMS & CONDITIONS

**Booking conditions:** Please complete this form and return to Conference Department CZECH-IN by **15 June 2010**, if possible. After this deadline requests will be accepted, however hotels rooms are subject to availability and cannot be guaranteed; CZECH-IN holds the right to book your 2<sup>nd</sup> choice hotel if your preferred one is fully booked. Full prepayment is required to confirm your booking. Hotel will request a credit card upon arrival to guarantee extras or extension of stay.

**Cancellation conditions/change of reservation:** Cancellations/changes must be notified in writing(email or fax) to the Conference Department CZECH-IN. Cancellations/changes made by phone cannot be accepted. Please do not contact the hotels directly as reservations are held by CZECH-IN. For hotel reservations cancelled before **15 June 2010** full deposit will be refunded less EUR 20,-. As of **15 June 2010** amount equal to 1 night will not be refunded. As of **15 August 2010** no refund will be made (all nights as reserved will be charged). In case of no-show or later arrival or earlier departure other than reserved all nights as reserved will be charged.

**Payment conditions:** Full prepayment can be made by a credit card, a bank transfer or a check to the account of CZECH-IN (in case of a cancellation amount equal to 1 night is not refundable as of **15 June 2010** and no refund can be made as of **15 August 2010**). Bank transfer and check will be accepted until **31 August 2010** only. Please forward a copy of the transfer stating the participant's name. **A full payment free of any bank charges must be received by CZECH-IN we recommend to use SEPA for Euro payments.** All extras must be settled directly with the hotel upon departure.

**Guided tours conditions:** Please visit conference website for guided tours conditions.

### PAYMENT

Hotel booking full prepayment

**BY BANK TRANSFER**

Beneficiary: CZECH-IN s.r.o.  
Beneficiary address: 5. května 65, Prague 4, CZ-140 21  
Bank address: Komerční banka, a.s., Na Příkopě 33, Prague 1, CZ-114 07  
Account number: 51-0903490207/0100  
IBAN: CZ59 0100 0000 5109 0349 0207  
SWIFT/BIC: KOMBCZPPXXX

Do not forget to include PRN to bank transfer as variable symbol to identify your payment.

**BY CREDIT CARD**

VISA

EC/MC

Card holder's name

Card number

Expiration (MM/YYYY)  
Must exceed 09/2010

CVC code \*

OPTIONAL - in case it is necessary for authorisation purposes.

\* last 3 digits on the back of the card

For your booking/registration to the above mentioned Conference the collecting, saving and processing of your personal data is imperative. This is done solely as a means to the organisation and completion of the event. Your data will only be passed onto a third party, who is directly involved with the running of the Conference and when the organisational procedure makes this necessary (operator, hotel).

**I hereby accept the booking, cancellation and payment conditions as stated above and on the website.**

DATE

SIGNATURE