

# IAIA'02 HOTEL RESERVATION FORM

The Hague, The Netherlands, 15-21 June 2002

Register online at [WWW.IAIA.ORG](http://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)

1<sup>st</sup> choice No. .... 2<sup>nd</sup> choice No. .... 3<sup>rd</sup> 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 |
|                       |                             | Twin room            | 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 |
|                       |                             | Twin room            | 87,00    | 89,00    |                             |                                  |
| <b>HOLIDAY HOUSES</b> |                             |                      |          |          |                             |                                  |
|                       | 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.