Elevcon Lucerne 2010

Please return this form to: Katrin Pust, Elevcon Reservation Center at your earliest convenience. Due to the Oberammergauer Passion Plays hotels are heavily booked during this period

By fax: +44-8701-300790, **Email:IAEE@ELEVCON.COM**

ACCOMMODATION FORM

COMPANY NAME:	Tel:
CONTACT PERSON:	Fax:
Date:	Email:

We, the undersigned order hotel accommodation *as detailed below: (please check on the website WWW.ELEVCON.COM for further details regarding these hotels as well as pictures) Select the hotel:* ***(mark X)***

Mark X	Hotel	Stars	Double room	Single room	Remarks
	Schweizerhof – City View	5	CHF 550.00	CHF 495.00	
	Schweizerhof – Lake View	5	CHF 598.00	CHF 545.00	
	Flora Best Western	4	CHF 298.00	CHF 250.00	

For ___ rooms (if names are already final please detail: Names of participants:

Surname	First name	From Date	To Date	Total (circle) *nights*	*SGL / DBL* (circle)
		___ June	___ June	1/2/3/4/5/6	SGL / DBL
		___ June	___ June	1/2/3/4/5/6	SGL / DBL
		___ June	___ June	1/2/3/4/5/6	SGL / DBL
		___ June	___ June	1/2/3/4/5/6	SGL / DBL
		___ June	___ June	1/2/3/4/5/6	SGL / DBL

Conditions & Payments

1. **All payments will be settled directly with the hotel, Prices include V.A.T.**. To guarantee your reservation, please enter your Credit Card details below. A deposit equivalent to one night accommodation will be charged to your credit card one month prior to arrival, final payment will be collected by the hotel at a later date.
2. The Elevcon Reservation Center will **NOT process your credit card**. Your form will be forwarded to the hotel and all financial arrangements will be settled between yourself and the hotel. The Elevcon Reservation Centre acts just **as intermediary** in order to assist you with your reservation. Therefore, the Elevcon Reservation Center has no responsibility for any dispute, or inconvenience with the hotel, and is not liable in any way for payments, reimbursements or any other financial arrangements. All inconveniences should be settled between the guest / company and the hotel directly.
3. These hotels were arranged by IAEE **for your comfort** and each one will keep a certain number of rooms reserved for Elevcon until a certain deadline. Deadlines and cancellation fees apply as mentioned in the hotel description. The Flora Best Western Hotel will charge at least one night cancellation fee for cancellations after **30 April 2010**, the Schweizerhof Hotel will charge at least one night cancellation fee for cancellations after **29 May 2010**. Both hotels reserve the right **to charge cancellation fees for the whole period reserved by guests.** This regulation also applies to guests who are shortening their stay after before mentioned deadlines. Your reservation including credit card number will not be processed by the organizer, but will be given to the hotel. IAEE is just an intermediary between the guest and the hotel and has no responsibility for any arrangement between guests and the hotel. One month prior to arrival the hotel may charge 1 night deposit, final payment should be collected by the hotel at a later date. All prices include breakfast and V.A.T.

Credit Card Details: Card holder name _____

Credit card number:

Expiry date

NAME	DATE	SIGNATURE