**Accommodation Booking Form**

**European Conference on Intellectual Capital (ECIC 2017) – 6 and 7 April**

Please complete this form until **31 January 2017**  and send it to our Hotel by mail conf.villarica@viphotels.com or Fax number: 00 351 21 043 50 05

**Guest Information**:

Prefix (Prof/ Dr/ Mr/ Mrs/ Ms) Last Name First Name

Passport nº Issue Date­­­­­­­­­ Expire Date

Address

ZIP Code City Country Tel. Fax Mobile Email

Company / Organization (if applicable)

Number of people that shares your bedroom

**Reservation Details\*:**

Arrival Date:\_\_\_\_/\_\_\_\_/\_\_\_\_ Departure Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Nº Nights:

Type of Room\*: Single (70 €) \_\_\_\_ Non-Smoking\_\_\_\_\_

 Double (80€) \_\_\_

The above accommodation rates are inclusive of breakfast and legal taxes.

 City Tax not included

Special Requirements:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Credit Card Details:**

|  |  |
| --- | --- |
| Name as it appears on the credit card: |  |
|  |
| Card type: |  | Visa |  | MC |  | Amex |  | Diners/CB |  | Discover |  | JCB |
|  |
| Account type: |  | Individual (personal credit card) |
| \_\_\_\_/\_\_\_\_/\_\_\_\_ |
|  |  | Corporate  | Company Name: |  |
|  |
| Card number: |  | Exp. Date: |  |
| **Cardholder’s Signature**:  | Security nrº |  |

**\*Reservations and cancellation policy:**

1. The reservation should be received before **31 January 2017**
2. Cancellations from **20th March 2017:** 100% of the total bedroom price will be charged into individual’s credit card.
3. All no-shows will be charged to your credit card for 1 night booked.

Date \_\_\_\_/\_\_\_\_/\_\_\_\_\_ Signature