

Accommodation Reservation Form for Media

DEADLINE FOR BOOKING IS 1.10.2008

Please fill in with type or write in capital letters!

PERSONAL DETAILS

Family name		First name	
Country			
Name of Media			
Position (journalist, photographer etc.)	Male:	Female:	
Address			
Zip code	City		
Tel. / Mobile including country code			
Fax			
Email			

HOTEL SELECTION

Select a hotel:

Hotel Anna	<input type="checkbox"/> (€ 130 single room)	<input type="checkbox"/> (€ 90 Twin-Double room)
Sokos Hotel Pasila	<input type="checkbox"/> (€ 160 single room)	<input type="checkbox"/> (€ 80 Twin-Double room)
Radisson SAS	<input type="checkbox"/> (€ 180 single room)	<input type="checkbox"/> (€ 90 Twin-Double room)
Royal		

First choice hotel Second choice hotel

Room type	Number of rooms	Check In Date	Check Out Date	Total Amount €
Singles				
Twins/Doubles				

Sharing a twin room with (please give the name):

Prices are per person per night, including breakfast and VAT

PAYMENT DETAILS

Credit card payment <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Eurocard <input type="checkbox"/> Amex <input type="checkbox"/> Diners

Card holder's name (as printed on the card)

Credit card number

Expiry date

CVC code

Amount in €

I hereby authorize Messrs. Event Travel Finland Oy to debit my credit card with the amount of € _____.
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Card holder's signature:

<input type="checkbox"/> I wish to use bank transfer and ask for an invoice to be sent to my address given on the front side of this document.
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Terms of reservation, payment and cancellation

October 1, 2008

Please make your reservation soonest possible - but by October 1, 2008 at the latest - by using this form. There is a limited capacity at the hotels and the rooms will be allocated on a first-come-first-serve basis. Confirmation of rooms will be sent to you upon receipt of your reservation.

50 % payment upon confirmation

You are kindly requested to pay 50 % of your order within seven days upon the date of our confirmation/invoice.

November 15, 2008

- a) 50 % of your above order may be cancelled on November 15, 2008, at the latest. Cancellation is to be made and informed to Event Travel Finland in writing (e-mail or fax).
- b) There is no refund on cancellations made after November 15, 2008.

The balance of your payment is due on November 15, 2008.

A reservation fee of € 12,- will be charged in addition to the total price. Kindly note that we do not guarantee any rooms for reservations made after November 15, 2008.

I hereby confirm that I have read and understood the reservation terms as well as the cancellation policy, which I accept without any restrictions.

Signature Date.....

**Please send the form by fax to the Official Travel Agent:
Event Travel Finland Oy, Fax: +358-(0)20-4195010 or by e-mail sales@event-travel.fi.
For any further information please contact us via e-mail sales@event-travel.fi
or by phone +358-(0)20-4195000.**