

Hotel Reservation Form

"INTERNATIONAL ELECTRONICS FORUM 2009"

Please return this form to

Céline Alonso

Ramada Encore Genève

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E-Mail: reservation@ramadaencoregeneve.ch



RAMADA ENCORE GENEVE , GENEVA, SEPTEMBER 30 – OCTOBER 2, 2009

Full Name: _____ **Company:** _____

Tel: _____ **Fax:** _____ **E-mail:** _____

Address: _____

City/Post/Zip Code: _____ **Country:** _____

Arrival	Departure	Passport & Nationality
Date:	Date:	Delegate Passport No:
From:	To:	Delegate Nationality:
Time:	Time:	Spouse Passport No:
Flight No:	Flight No:	Spouse Nationality:

The Ramada Encore Geneve complex is situated in Carouge, Geneva <http://www.ramadaencoregeneve.ch/> Located 6km from the airport and 2 km from Geneva Centre, the hotel offers free local public transport cards to all guests for the duration of their stay. The hotel & conference centre are situated within the 'La Praille' shopping complex, housing many shops & restaurants.

Hotel Preference - All rooms double or twin bedded	Single Occupancy Rates apply for 30 Sept & 1 October	Double Occupancy Rates apply for 30 Sept & 1 October	Single Occupancy Rates apply from 26-29 September & 2-3 October	Double Occupancy Rates apply from 26-29 September & 2-3 October
Rates are per room per night, incl. breakfast & taxes		Surcharge per room per night		Surcharge per room per night
Standard Room	Chf 180	Chf 25	Chf 167	Chf 22
Business Room	Chf 230	Chf 25	Chf 217	Chf 22
Lounge Room	Chf 280	Chf 25	Chf 267	Chf 22

All rooms are on a first come first served basis ... please make your room reservation before:

Monday August 31

Price Excludes City Tax Chf 2.95 per person per day

1. The above discounted room rates are only available to IEF2009 delegates and apply from Sat 26 September - Sat 3 October inclusive, subject to room availability. NB, the room rate during the Forum period (30 Sept & 1 October) is different to the periods prior to and following the Forum (26-29 September & 2-3 October).

2. Check-in time is 14:00 on the day of arrival. All rooms must be vacated by 12:00 on the departure day

3. If you have a passport of one of the following countries, you do NOT need a visa for visit not exceeding 90 days in Switzerland:

All EU countries, Antigua and Barbuda, Argentina, Andorra, Australia, Bahamas, Barbados, Brazil, Brunei, Canada, Chile, Costa Rica, Croatia, Dominica, El Salvador, Fiji, Guatemala, Guyana, Honduras, Hong Kong, Iceland, Israel, Jamaica, Japan, Kiribati, Korea, Macao, Malaysia, Mexico, Monaco, New Zealand, Nicaragua, St.Kitts and Nevis, St Lucia, St Vincent and the Grenadines, San Marino, Singapore, South Africa, Solomon Islands, Suriman, Trinidad and Tobago, Tuvalu, United States of America, Uruguay, Vatican, Venezuela. **For further VISA information contact <http://ch.vfsglobal.co.uk/faq.aspx>**

Getting To The Hotel From The Airport: If you are staying at the Ramada Encore Hotel, there is free public transport from the airport to the hotel (approx 30 – 45minutes), contact us for further details. Taxis are available from directly outside the airport to the hotel for a fee of Chf 40-50, Please pay the driver directly.

Please complete the following to guarantee your room reservation

Credit Card Type: AMEX [☐] Diners Club [☐] Visa [☐] Mastercard [☐]

Cardholder Name: _____ **Total Nights Stay:** _____

Credit Card Number: _____ **Security Code:** _____ **Expiry Date:** ____/____

The Security Code is the 3-digit number printed on the signature strip (Visa/MasterCard) or 4-digit number on the front of the card (AMEX)

Please Charge the Credit Card Above For The Total Number Of Nights Stay, Payable On Departure

Signature: _____ **Date:** _____

Comments: _____

In case of no-show (failing to occupy the booked room without cancellation before 4pm the day of the arrival) one night will be charged. Cancellation possible until 4 pm the day of arrival. All cancellations must be confirmed in writing to the hotel directly and a cancellation reference number acquired. To avoid cancellation penalties, your reservation may be transferred to a designee without penalty at any time up to the commencement of the Forum. Any cancellation charges will be debited to the above credit card.

Without guarantee, your room will be automatically cancelled at 4pm on the arrival date