



Conference & Exhibition 12 – 14 June 2012, KoelnMesse, Cologne, Germany

INTEGRATING THE POWER SECTOR



**GROUP BOOKING FORM
RETURN COMPLETED BOOKING FORM TO**

Email: Elizabeth Kelly on ek@eventsinfocus.net or Randy Wright rwright@eventsinfocus.net

Discount rates are only available from Events in Focus, the Official Housing Agent

DELEGATE INFORMATION Please fill in **BLOCK LETTERS** (Please fill in one registration form per COMPANY)

First Name _____ Last Name: _____

Dr. Mr. Mrs. Ms.

Company Name: _____

Address: _____

City: _____ Post Code: _____ Country: _____

Phone (Country Code _____) _____ Fax (Country Code _____) _____

Email: _____

ACCOMMODATION

Hotel Name: _____ Single Double Twin

Arrival Date: _____ Departure Date: _____ No of Nights: _____

GUEST INFORMATION

SELECT ONE: Exhibitor Attendee Other _____

GUEST INFORMATION

This form is a request to hold a block of 5 or more rooms. A confirmation will be emailed to the contact person listed within 24 hours of receipt of the request. Room blocks will be held until 25th April 2012. After this date rooms not confirmed with individual guest names and travel dates will be released

SELECT ONE: Exhibitor Attendee Other _____

Number of Bedrooms Required Each Night

	Sun 10 June	Mon 11 June	Tues 12 June	Wed 13 June	Thurs 14 June	Fri 15 June
King (1 bed)						
Twin Room (2beds)						





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BOOKING CONDITIONS

Room availability will be guaranteed for reservations received by 31ST March 2011, after that date Events in Focus will handle requests subject to availability

All rooms will be guaranteed through a valid credit card number received

Credit Card (American Express, Visa, MasterCard)

Card Number _____ **Expiry Date** ____ / ____

3 or 4 (for Amex) digit numbers in a signature space / security code on the reverse side _____

Cardholder's Name: _____ **Cardholder's Signature:** _____

CANCELLATION POLICY Up to 30 days prior to arrival: Free of charge. Within 30 days prior to arrival: 100% will be charged. Individuals are responsible for no show, early departures and cancellation fees.