

To be returned before 15 May 2009 to:
Congrex Travel, 4B, 50 Speirs Wharf, Port Dundas, Glasgow G4 9TH
Tel: +44 (0) 207 112 1860 Fax: +44 (0) 207 117 4298 E-mail: ifla2009accom@congrex.com

Title: Prof Dr Mr Mrs Ms Miss

Family Name: _____

First Name: _____

Company/Organisation: _____

Department: _____

Address: _____

Post Code: _____

City: _____

State/Province: _____

Country: _____

Phone (country - area - local): + _____

Fax (country - area - local): + _____

E-mail: _____

Accompanying Person

Family Name: _____

First Name: _____

Section Officers and Governing Board members are reminded that, although the official congress dates are 23 - 27 August 2009, the business meetings take place 21, 22 and 28 August according to normal practice.

Date of arrival: Estimated time of arrival:

Date of departure: Number of nights:

Arrival by: Car Train Airplane

Hotels	Single Room	Double Room
Price Category A	<input type="checkbox"/> EUR €180.00 - €200.00	<input type="checkbox"/> EUR €200.00 - €230.00
Price Category B	<input type="checkbox"/> EUR €140.00 - €175.00	<input type="checkbox"/> EUR €160.00 - €185.00
Price Category C	<input type="checkbox"/> EUR €100.00 - €135.00	<input type="checkbox"/> EUR €120.00 - €155.00
Price Category D	<input type="checkbox"/> EUR €50.00 - €95.00	<input type="checkbox"/> EUR €70.00 - €115.00

Preferred Hotel:

All rates are per room and per night, including breakfast, service and taxes. Early reservation is highly recommended.
Congrex Travel reserves the right to book you in another room if your preferred hotel is fully booked.

Additional Requirements / Information:

Reservation

For booking, please complete this hotel reservation form and return it to Congrex Travel not later than **15 May 2009**. Requests will be accepted thereafter, however, hotel accommodation is subject to availability and cannot be guaranteed. After this deadline, bookings are only possible against full payment by credit card and an extra late reservation fee of EUR 30.00 will be charged.

Payment Policy

To guarantee your reservation a **deposit of EUR €200.00** is required. Please include either a copy of your bank transfer to our account at the UBS AG, or provide a credit card that we shall debit. Upon receipt of the deposit, each participant will receive a final confirmation with an invoice. **Full payment has to be made to Congrex Travel by 19 June 2009**. Do not send any payment to the Hotel.

Please indicate form of payment for the deposit:

Credit Card VISA Mastercard CW2 Code

Card Number:

Expiry Date: /
(m / m) (y / y)

Card Holder's Name:

All room charges must be prepaid to Congrex Travel. However, when checking out, all extras (mini bar, telephone charges, room service, etc.) must be settled with the hotel directly.

Cancellation Policy

If your hotel reservation is cancelled on or before **19 June 2009**, the deposit will be refunded less EUR €60.00 handling fee. If your reservation is cancelled after **19 June 2009** or if you arrive later or leave earlier than on the dates indicated on your reservation form, the total accommodation amount will be charged and no refunds can be made.

Any change of reservation will be subject to a handling fee of EUR €30.00. Changes or cancellations have to be made in writing to Congrex Travel, please contact us at ifla2009accom@congrex.com or fax +44 (0) 207 117 4298. Please do not contact the hotel directly.

Signature: Date: / /
(d / d) (m / m) (y / y)

The participant acknowledges that he/she has no right to lodge damage claims against the organizers should the holding of the congress be hindered or prevented by unexpected political or economic events or generally by force majeure, or should the non-appearance of speakers or other reasons necessitate program changes. With reservation, the participant accepts this proviso.