

PLEASE RETURN TO:

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**EXHIBITER HOTEL RESERVATION FORM****(Less than 10 rooms)**

40th Congress of the International Society of Paediatric Oncology
 October, 2nd to 6th, 2008, ESTREL Convention Center, Berlin / Germany

PLEASE COMPLETE BY USING CAPITAL LETTERS

A. GENERAL DATA

Company																								
Street																								
No.															Country									
Zip Code										City														
Mr./Mrs. Name (Person of Charge)																								
To receive your confirmation in time, please double check your data before returning this form.																								
+																								
Phone-No.															Fax-No.									
e-Mail																								
Accompanying Person																								
Mr./Mrs. Family Name																								
															First Name									

B. HOTEL ACCOMMODATION – Deadline: July 31st, 2008

Room reservations will be confirmed upon hotel and room availability.

Rates are per room and night including German VAT and service charges, including breakfast if not stated otherwise.

A 1st night hotel deposit will be charged upon confirmation.

All further nights as well as your incidentals are to be paid directly at the hotel before check-out.

Other hotel categories are available on request. Please find further details on each hotel on <http://www.siop2008.de>

No.	Hotel / Hotel Category	Distance to congress venue*	Single room 1 st night deposit	Double room 1st night deposit
1	ESTREL Hotel (congress venue) / 4-star category	0 min	q € 130,- (excl. breakfast)	q € 142,- (excl. breakfast)
2	Hotel Großer Kurfürst / 4-star category	30 min	q € 230,-	q € 244,-
3	Hotel Henriette / 4-star category	30 min	q € 218,-	q € 232,-
4	Hotel Ibis Berlin Neukölln / 3-star category	20 min	q € 66,- (excl. breakfast)	q € 66,- (excl. breakfast)
5	Hotel Ibis Berlin Ostbahnhof / 3-star category	30 min	q € 89,50	q € 119,-
6	Park Hotel Blub / 3-star category +	30 min	q € 95,-	q € 117,-
7	Ramada Hotel / 3-star category	30 min	q € 99,-	q € 112,50
8	Tulip Inn Hotel / 3-star category	20 min	q € 68,-	q € 88,-

* by public transportation

If you want to book more than 10 rooms you will receive a separate room block contract.

Date	Hotel	No. of Rooms	Total €
01.10.08		___ Single ___ Double	
02.10.08		___ Single ___ Double	
03.10.08		___ Single ___ Double	
04.10.08		___ Single ___ Double	
05.10.08		___ Single ___ Double	
06.10.08		___ Single ___ Double	

1st night deposit for all rooms in desired category

SUB TOTAL B =

C. EVENING EVENTS (For organisational reasons please register also for free evening events.)

Date	Event	Hour	Tickets	Price pp €	Total €
Saturday 10/04/08	Concert at Philharmonic Hall** (Price Category I)	19:00 – 23:00	q 1 q 2	€ 71,- to € 83,-	
Saturday 10/04/08	Concert at Philharmonic Hall** (Price Category II)	19:00 – 23:00	q 1 q 2	€ 45,- to € 62,-	
Sunday 10/05/08	Gala Dinner***	19:00 – 24:00	q 1 q 2	q € 55,-	

** Ticket price includes programme, cloakroom, reservation and booking fees, German VAT. Reservations will be made on a first come first served basis as tickets are limited and great demanded. In case the preferred price category is already fully booked, your reservation will be referred to the next lower price category. Kindly note that MCI-Berlin Office / Congress Partner GmbH has no influence on the seating.

*** Reservations will be made on a first come first served basis.

SUB TOTAL C = _____ €

D. PAYMENT PROCESSING FEES

Payment by cheque: Confirmed banker's cheque, drawn on a German Bank, in Euro to be sent by mail attached to original registration form. Banking fees for foreign cheques and Non-German cheques	€15,-
GRAND TOTAL to be paid out of B / C / D =	_____ €

E. PAYMENT DETAILS

Payment by credit card: Registration form may be sent by fax.

With my signature as under I authorize MCI-Berlin Office / CONGRESS PARTNER GmbH to charge my credit card upon confirmation with the GRAND TOTAL shown before as well as with all extra fees resulting out of other hotel categories and/or rebookings.

American Express

Visa

Eurocard/ Mastercard

Card Number:

Card Holder:

Expiry Date: / CVV2/CVC2 (required)*:

* Visa / Eurocard / Mastercard / Diners Club: last three digits above your signature on the back side, American Express: the number printed on the front side above your card number

Payment by debit order: Only for participants from Germany

With my signature as under I authorize CONGRESS PARTNER GmbH/ MCI-Berlin Office to charge my account upon confirmation with the GRAND TOTAL shown before as well as with all extra fees resulting out of other hotel categories and/or rebookings.

Account Number:

Bank Code:

Bank Institute:

Account Holder:

Payment by cheque: accepted until 4 weeks prior to the meeting – thereafter credit card payment only –

Europeans: Cheque in €

Other Countries: Confirmed banker's cheque in €, drawn on a German Bank

All cheques to be attached to original registration form.

IMPORTANT NOTE

Yes, registration form sent by **fax or postal way** will be accepted if payment is made by **debit order** (only for German participants) **or credit card or**.

No, registration by phone or e-mail cannot be accepted, nor cheques, purchase orders and/ or bank transfers.

Please do understand that registration and services booked can only be confirmed after receipt of full prepayment or valid credit card details.

I/ We accept your general information and conditions. I/we agree, that my/our personal data may be used for this meeting. I agree to electronic credit card cashing as stipulated before.

Date: _____

Signature: _____

GENERAL CONDITIONS

REGISTRATION, CONFIRMATION & CANCELLATION

Deadline for pre-registration is **August 31st, 2008**. Should payment/registration be received thereafter, you will receive your confirmation documents at the congress office on site. Registration on site is possible during the entire congress within the opening hours of the registration counters. Registration and services booked can only be confirmed after receipt of full prepayment or valid credit card details.

In case of cancellation of participation before **August 31st, 2008**, registration fees will be refunded deducting a handling fee of € 32,- per person. After that date, there will be no refund whatsoever. Name changes will be charged with € 18,- per registration. Should you have any special requests for the processing of your invoice, kindly let us know when returning your registration form. For the rewriting of invoices € 18,- will be charged. Prices of sub-contractors are based on the current tariffs and VAT rate. All prices and details are subject to changes beyond our control.

PRE-CONFERENCE & EDUCATIONAL COURSES / EVENING EVENTS / SOCIAL PROGRAMME

Each course/event/tour requires a minimum number of participants. If the minimum is not reached until 4 weeks prior to the meeting, the course/event/tour in question will be cancelled and the full pre-payment will be refunded. In the event of cancellation by a participant, no refund will be made. Participants take part in all programs/events at their own risk.

HOTELS

Deadline for reservation is **July 31st, 2008**.

If the desired hotel/ category is already fully booked, MCI-Berlin Office / CONGRESS PARTNER GmbH reserves the right to arrange accommodation in another hotel/ category. Cancellation of hotel reservations up to 14 days before scheduled booking date will lead to forfeiture of € 40,- per person, thereafter and up to 3 days before scheduled booking date, first night rate will be charged. As from 2 days before scheduled booking date as well as for no-shows without prior notice, all nights reserved will be charged. A fee of € 30,- per person will be charged for changes in hotel reservations. The hotel is reliable for damages if the reserved room is not made available. To secure adequate overnight capacities, hotel rooms for the meeting had to be contracted long time in advance. Hotels occasionally publish online or last-minute promotion rates for a limited number of rooms which may vary from the prices contracted for the meeting.

LEGAL CONDITIONS

If a third party takes over the contract from a guest, both parties are liable for payment of the invoices as well as the rebooking fees. The liability of MCI-Berlin Office / CONGRESS PARTNER GmbH for damages – not being injuries to persons – is limited to the triple invoice amount, provided that the damage is caused neither willfully nor by negligence. MCI-Berlin Office / CONGRESS PARTNER GmbH is acting as an agent for social program/ evening events. The scientific program is under the organizer's responsibility. Registration fees are collected by MCI-Berlin Office / CONGRESS PARTNER GmbH in the name of the organizer. These general conditions and all administrative information are to be considered as the legal basis for all reservations. Verbal agreements are not binding, unless confirmed in writing. Vouchers/ documents will only be distributed upon receipt of full payment. Please pay any balance in time, as indicated on your invoice. There will be no refund or replacement for lost or unused vouchers/ documents. There will be no right to lodge damage claims against the organizer in case the realization of the meeting or parts hereof should be hindered or prevented by unexpected political or economical reasons or force majeure or should last minute cancellation of speakers or other reasons necessitate program changes. I agree in the name of all participants registered that my/our data, for organizational purposes of the meeting, may be used, processed and published (e.g. within the list of participants). Exclusive Court of Jurisdiction is the Court of Berlin, Germany.