



### ACCOMMODATION BOOKING FORM

EVENT	Internet Librarian International		
DATE	14 <sup>th</sup> – 19 <sup>th</sup> October 2008		
HOTEL REFERENCE	Information Today		
<b>SPECIAL RATES</b>			
	Single	Twin or Double	
Rate for the event:	£ 149.00	£	169.00
<b>Rates are per room per night inclusive of English Buffet Breakfast and VAT @ 17.5%</b>			

Please complete and return this booking form **before 14<sup>th</sup> September 2008** and guarantee your reservation to avoid disappointment.  
Should you need to cancel your reservation, the first nights accommodation rate will be charged unless the cancellation is made 3 days prior to arrival.

Please use BLOCK CAPITALS throughout:

Arrival Date:	Departure Date:	No of Single Rooms:	No of Double Rooms:	Guest Name/s:
<b>REPLY DETAILS</b>				
Company Name:				
Address:				
Telephone:		Fax:		
<b>All accommodation requests must be guaranteed against a credit card or prior payment.</b>				
<b>No reservation will be made without a guarantee of payment.</b>				
Credit Card Type & Number:				
Expiry Date:		Type of Card:		
Card Holder (PRINT name)				
Authorization Signature				
The final block of rooms held for			<b>Information Today</b>	
will be released at 12.00 midday on			<b>14<sup>th</sup> September 2008</b>	
<b>After the above date and time, rooms at the special rate cannot be guaranteed and will be on a request basis only. All subject to availability.</b>				

Please Fax this form to Reservations: 00 44 (0)20 8748 8061  
or Tel: 00 44 (0)870 850 4510 for more information.  
Email: H0737-SB10@accor.com

*We look forward to welcoming you to the Novotel London West*