

To book your accommodations please complete the form on page 2, by selecting a first and second choice hotel from the list. We will take care of the rest. SMi will ensure that you get the right accommodation at the right price whatever your budget. SMi rates are guaranteed to be lower than those published on the hotel website or any other online booking website. Remember Rome hotels book up very fast so please do not delay completing the booking form. Booking early ensure that you get your first choice hotel.

**Return your form to us via fax or scan it and send it to [events@smi-online.co.uk](mailto:events@smi-online.co.uk). SMi will send you confirmation of your booking**

### **Crown Plaza Rome – St. Peter's Hotel**

**Address:** Via Aurella Antica, 415, 00165 Roma

**SMi Special Rates From: €130 including breakfast and VAT**

**\*\*\*PLEASE NOTE THE FOLLOWING\*\*\***

First night pre-payment cannot be refunded for cancellation at any time.

For cancellation between 11th October 2016 and 10th November 2016, only one night will be charged to the given credit card.

For cancellation between 11th November 2016 till the arrival day, or in case of no-show, the entire forecast amount of all nights reserved will be charged to the given credit card.

# HOTEL RESERVATION FORM

Please complete and return on the following Fax  
number or E-mail address

**Phone: +44 (0) 207 827 6000**

**Fax: + 44 (0) 207 827 6001**

**E-mail: [events@smi-online.co.uk](mailto:events@smi-online.co.uk)**

## Guest Details

<b>Guest Details</b>		
Conference		
Title:	Forename:	Surname:
Company:		Telephone:
Email:		Fax:
Address:		

## Hotel Details

<b>Hotel Details</b>		
1 <sup>st</sup> Hotel Choice:		2 <sup>nd</sup> Hotel Choice:
Room Type:	Standard	Executive
No of Rooms:	No of Nights:	Smoking Room/Non-Smoking Room:
Arrival Date:		Departure Date:

## Credit Card Details

<b>Credit Card Details</b>			
Card Type:	MasterCard	Visa	Amex
Card Number for guarantee:			
Card Holder Name:	Expiry Date:		
I confirm that I have read and agree to SMi Terms & Conditions of Booking and authorise for payment to be taken from the credit card as supplied.			
Signature:		Date:	

**Terms and Conditions of Booking:** Please note the hotel will charge your credit card directly on departure. If a cancellation is made, please advise the hotel directly as well as SMi, quoting your reservation number. Please check the hotel website for full cancellation Terms and Conditions.

