

To book your accommodations please complete the form on page. 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 this hotel books up very fast so please do not delay completing the booking form. Booking early ensure that you get your reservation.

Return your form to us via fax or scan it and send it to events@smi-online.co.uk. SMi will send you confirmation of your booking

***All rates excluding taxes**

Courtyard by Marriott Prague Airport Hotel

Address: Aviaticka 1092/8, 161 00, Prague, Czech Republic

SMi Special Rates From: 3,250 CZK/night including breakfast
(Approx. €124/per night)

Please note: Reservations must be received no later than 10th October 2017 to guarantee rate. Bookings after this date will be subject to availability. Any cancellations made to hotel bookings with less than 4 days prior to arrival date will incur a 100% cancellation fee.

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

Guest Details

Conference			
Title:	Forename:	Surname:	
Company:		Telephone:	
Email:		Fax:	
Address:			

Hotel Details

Hotel name:		
Room Type:	Standard	Executive
No of Rooms:	No of Nights:	Smoking Room/Non-Smoking Room:
Arrival Date:		Departure Date:

Credit Card Details

Please note the below card details are used only to guarantee the room reservation. Upon arrival, the hotel will ask for a physical credit card to swipe and take payment/guarantee any extra charges [room service etc]. If you would like to settle payment prior to arrival, please contact us and we will send you a Credit Card Authorisation Form.

Card Type:	MasterCard	Visa	Amex
Card Number for guarantee:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Card Holder Name:		Expiry Date:	
I confirm that I have read and agree to SMi Terms & Conditions of Booking			
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.