

To book your accommodation please complete the form on page 2, and ensure you select a first and second choice hotel from the list. We will take care of the rest.

SMi Group's variable rates are pre-agreed with each hotel and can therefore be cheaper than other advertised rates; although this cannot be guaranteed.

Remember London hotels book up very fast so please do not delay completing the booking form. Booking early ensures 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. SMi will send you confirmation of your booking

Rochester Hotel

Address: 69 Vincent Square, Westminster, London SW1P 2PA

Walking Distance: 8 minutes

Nearest Underground Station: Victoria

SMi Special Rates:

Superior Room from £169.00 per night incl. VAT & buffet breakfast

** The SMi rate expires 30/03/2020 so please ensure you book your room prior to this date to avoid disappointment.*

** Bookings may be cancelled 7 days prior to arrival date without any charge. Any bookings cancelled after this deadline may incur a penalty equivalent to the first night's accommodation cost.*

Wellington Hotel

Address: 71 Vincent Square, Westminster, London SW1P 2PA

Walking Distance: 8 minutes

Nearest Underground Station: Victoria

SMi Special Rates:

Superior Room from £199.00 per night incl. VAT & buffet breakfast

** The SMi rate expires 30/03/2020 so please ensure you book your room prior to this date to avoid disappointment*

** Bookings may be cancelled 7 days prior to arrival date without any charge. Any bookings cancelled after this deadline may incur a penalty equivalent to the first night's accommodation cost.*

St. Ermin's Hotel

Address: 2 Caxton St, Westminster, London SW1H 0QW

Walking Distance: 3 minutes

Nearest Underground Station: St. James' Park

SMi Special Rates:

Superior Room from £284.00 per night incl. VAT & buffet breakfast

** The SMi rate expires 10/03/2020 so please ensure you book your room prior to this date to avoid disappointment*

** Cancellation policy is 7 days prior to the arrival date.*

**Room rates above are for single occupancy only – rates for double occupancy may differ, please enquire when returning your form*

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 Choice:		
Room Type:	Single Occupancy	Double Occupancy
No of Rooms:	No of Nights:	Smoking Room/Non-Smoking Room:
Arrival Date:		Departure Date:

Credit Card Details

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.