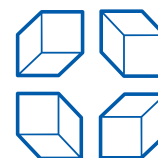


# The ICEF Berlin Workshop

including the Work & Travel Zone

Connecting international educators with the world's best agents



**ICEF**  
Workshops



Hotel InterContinental, Berlin • October 30 – November 01, 2011

## Crowne Plaza, Berlin - Reservation Form „ICEF“

### Crowne Plaza

Reservations Department  
Nuernberger Strasse 65  
10787 Berlin  
Germany

Tel +49 30 2100 7821  
Fax +49 30 2116 681  
Email [▶info@cp-berlin.com](mailto:info@cp-berlin.com)  
Web [▶www.cp-berlin.com](http://www.cp-berlin.com)

**Please return your booking as soon as possible as only a limited number of rooms is available. Rooms will be allocated on a first-come, first-served basis. Any remaining rooms will be released to the hotel on September 30, 2011. After that date all further booking requests are subject to availability.**

### Room reservation request (Please type or print in capital letters)

Mr  Ms Last name \_\_\_\_\_ First name \_\_\_\_\_

In case of sharing a double room, please indicate the name of second person:

Mr  Ms Last name \_\_\_\_\_ First name \_\_\_\_\_

Company / Institution \_\_\_\_\_

Street \_\_\_\_\_ P.O. Box \_\_\_\_\_

City \_\_\_\_\_ Postal code \_\_\_\_\_

Country \_\_\_\_\_ State \_\_\_\_\_

Tel. (incl. area code & extension) \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Web \_\_\_\_\_

### Travel details

Date of check-in\* \_\_\_\_\_ Date of check-out\* \_\_\_\_\_ Number of nights \_\_\_\_\_

Approx. arrival time \_\_\_\_\_ Approx. departure time \_\_\_\_\_

\* **Please note: earliest possible check-in time is 14:00 and latest check-out time is 12:00 noon.** Anyone occupying a room past check-out time up until 18:00 will have to pay a half day surcharge. After that time, a full day's charge will apply.

### Room type & rate (please check appropriate box)

Double Room for Single Occupancy (Superior category) **EUR 129**  Smoking room  Non smoking room

Double Room for Double Occupancy (Superior category) **EUR 139**  Smoking room  Non smoking room

Above rates are per room, per night and include 19% VAT, charges and breakfast. Rates are valid for the period from Oct. 27 (check-in) to Nov. 05, 2011 (check-out) and are subject to room availability. For bookings outside this period the regular room prices become applicable.

### Payment

Please note that reservations can only be guaranteed by the following:

Eurocard / MasterCard  American Express  Visa  Diners Club

Card no.: \_\_\_\_\_ Expiry date: \_\_\_\_ / \_\_\_\_

CVC code: \_\_\_\_ The CVC/CVV code is a three (Visa/Eurocard/Mastercard) or four (American Express) digit security code on your credit card

Card holder's name \_\_\_\_\_ Signature \_\_\_\_\_

Place and date \_\_\_\_\_

In order to confirm a room reservation, the Crowne Plaza Berlin requires your credit card details. Your credit card will not be charged at the time of booking. It is only used as a form of guarantee. Reservations not guaranteed by a major credit card will be released 72 hours before arrival. Guaranteed reservations cancelled less than 72 hours prior to arrival will be subject to a one-night charge, and a full charge of a maximum of three nights in the event of cancellation or non-arrival on the day.

**▶ Fax to: +49 30 2116 681**