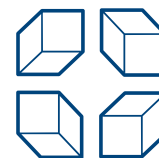


# The ICEF Moscow Workshop

Meet quality student recruitment agents from Russia, Eastern Europe, Central Asia and the Caucasus



The Ritz-Carlton, Moscow • March 23 – 25, 2012



**ICEF**  
Workshops

## Ritz-Carlton, Moscow - Reservation form

Reservations Department  
Tverskaya Street 3  
Moscow 125009  
Russia

Tel +7 495 225 8888  
Fax +7 495 225 8400  
Email ► [rc.mowrz.reservations@ritzcarlton.com](mailto:rc.mowrz.reservations@ritzcarlton.com)  
Web ► [www.ritzcarlton.com/en/Moscow](http://www.ritzcarlton.com/en/Moscow)

**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. Booking requests are subject to availability. Any remaining rooms will be released to the hotel on February 10, 2012.**

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

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

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 \_\_\_\_\_

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

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

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

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

Email \_\_\_\_\_ URL \_\_\_\_\_

### Travel details

Date of arrival \_\_\_\_\_ Date of departure \_\_\_\_\_ Number of nights \_\_\_\_\_

Approx. arrival time\* \_\_\_\_\_ Approx. departure time\* \_\_\_\_\_  
(at least 3 h before your return flight time)

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

- |   |                             |                                  |                                      |
|---|-----------------------------|----------------------------------|--------------------------------------|
| <input type="checkbox"/> Superior room (single occupancy) | <b>RUB 12,500</b> per night | <input type="checkbox"/> Smoking | <input type="checkbox"/> Non-smoking |
| <input type="checkbox"/> Superior room (double occupancy) | <b>RUB 14,000</b> per night | <input type="checkbox"/> Smoking | <input type="checkbox"/> Non-smoking |
|   |                             | <input type="checkbox"/> Twin    | <input type="checkbox"/> Double      |

**Above rates are per night per room. VAT at 18% and breakfast are not included. Rates are valid for the period from March 22 to March 26, 2012. Bookings outside this period are subject to room availability.**

### Reservation Guarantee

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

- Eurocard / MasterCard  American Express  Visa  Diners Club

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

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

**\*Please note: earliest possible check-in time is 15:00 and latest check-out time is 12:00 noon.** In order to confirm a room reservation, the Ritz-Carlton will need a credit card number. You may cancel your reservation for no charge up to 72 hours before arrival. The hotel will assess a fee that equals one night of your room charge plus tax if you must cancel after this deadline. Please request the group rate for the ICEF Moscow Workshop.

► **Fax to: +7 495 225 8400**