



**EMONET VI - HOTEL ACCOMMODATION BOOKING FORM**

**Please email or fax this form to the Accommodation Booking Department by return to confirm the booking**

**To:** HOTELRESA  
Accommodation Booking Dept.  
INSEAD  
Boulevard de Constance  
F - 77305 Fontainebleau Cedex  
**Tel:** +33 (0)1 60 71 27 04/05/12 (9h –19h)  
**Fax:** +33 (0)1 60 71 27 10  
**Email:** hotelresa.fb@insead.edu

**From:** *Please add your details below*  
**Name:** .....  
**Address:** .....  
.....  
**Tel:** .....  
**Fax:** .....  
**Email:** .....

**Attendee to:** **EMONET VI Conference (July 17<sup>th</sup>- July 19<sup>th</sup> 2008)**  
**Hotels:**  **Mercure Hotel** (single: € 135/night B&B– double: € 150/night B&B)  
**or**  **Ibis Hotel** (single & double: € 82.50/night B&B—double: € 7.50/night B&B)

**CONDITIONS:**

- If we do not receive this form **before June 13 2008**, we will not be able to guarantee your booking.
- In the case of a ‘no show’ or cancellation as of one day before your arrival, you will be charged for the first night.
- This form is a confirmation of your booking: Should you require any further information concerning the hotel please contact us either by e-mail or telephone at the above numbers.

**I will arrive on** \_\_\_\_\_ **at** \_\_\_\_\_ **(approx)**  
*Check in time is guaranteed from 12 (midday) onwards*

**I will leave on** \_\_\_\_\_ **at** \_\_\_\_\_ **(approx)**  
*Please also note that check out should also be by 13.00*

**Please specify your requirements: (all the rooms have double beds and are non-smoking)**

single occupancy  double occupancy

**Comments/Special requests:**

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**To guarantee and confirm your booking, please fill in your credit card number**

Diners  Visa/Mastercard  American Express  Other

Card N°.....

Cvv number (3 last digit numbers).....

Expiry Date .....

I agree that my credit card can be debited if I fail to cancel my booking or in the case of a ‘no show’.

Signature

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