

# HOTEL BOOKING FORM

## CII WIPO EXECUTIVE PROGRAM 2008

2 – 5 December 2008, The Accord Metropolitan Hotel, Chennai, India

### DELEGATE DETAILS

Company / Organization \_\_\_\_\_  
First Name \_\_\_\_\_ Family Name \_\_\_\_\_ Mr / Mrs / Ms  
Position \_\_\_\_\_ Company Address \_\_\_\_\_

City \_\_\_\_\_ Pin code \_\_\_\_\_ Country \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

### ACCOMPANYING PERSON (S)

1. First Name \_\_\_\_\_ Family Name \_\_\_\_\_ Mr / Mrs / Ms \_\_\_\_\_

### HOTEL ACCOMMODATION

Hotel accommodation has been pre-reserved at venue hotel.

Hotel	Room Category	Single room	Double room	Tariff includes
The Accord Metropolitan Hotel	Superior	US\$ 170 / Rs. 7788	US\$ 193 / Rs 9038	Breakfast + tax

**Hotel Check-in / checkout time is 12 noon.** Room needs to be booked from the previous night if arriving late night / early morning.

No. of rooms \_\_\_\_\_ Room type: Single  Double  Twin sharing

### AIRPORT TRANSFERS

Please indicate whether airport transfers are required upon arrival / departure. Cost: US\$ 28 per one way transfer.

Arrival transfer \_\_\_\_\_ Departure transfer \_\_\_\_\_

Arrival on (date) \_\_\_\_\_ by (flight) \_\_\_\_\_ at (time) \_\_\_\_\_ from \_\_\_\_\_

Departure on (date) \_\_\_\_\_ by (flight) \_\_\_\_\_ at (time) \_\_\_\_\_ to \_\_\_\_\_

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## CANCELLATION POLICY

A 01 night advance per room per hotel is non-refundable under any circumstances.

## MODE OF PAYMENT

### By Credit card

Kindly fill in the below authorization format and fax it to +9144 28 161 001 along with **both side clear photocopies of your credit card.**

I, \_\_\_\_\_ (Name of card holder) authorize "The Accord Metropolitan Hotel", to charge my credit card (**Visa / Master**) No. \_\_\_\_\_ Expiry date \_\_\_\_\_ for an amount of US\$ / INR \_\_\_\_\_ towards the cost of \_\_\_\_\_

Signature of cardholder \_\_\_\_\_

Card holder's address \_\_\_\_\_

Country \_\_\_\_\_ Last 3 digit CVV number on reverse of credit card \_\_\_\_\_

*A separate format will be advised on request if paying by Amex card.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

Please fax / scan and send by e-mail duly filled form no later than **21<sup>st</sup> November 2008** to:

*The Accord Metropolitan Hotel*  
35, GN Chetty Road,  
T Nagar, Chennai 600 017, Tamil Nadu, India  
Tele: +91 44 2816 1000 / 43911000  
Fax: +91 44 2816 1001  
Email : [hotel@theaccordmetropolitan.com](mailto:hotel@theaccordmetropolitan.com)