



ACCOMMODATION FORM

Riga, Latvia, 10.05.-13.05.2007

Organized by Latvian University.

Deadline for the hotel booking is the 14th OF MARCH 2007.

Bookings:

1.All bookings should be made with reference **LU CONFERENCE** and addressed to:

IMPRO TRAVELS, 13/204MERKELA STR., LV - 1050, RIGA, LATVIA

FAX: +371 7225896; E-MAIL: INCOMING@IMPRO.LV

2.Bookings, cancellations and changes should be made in written form within 10th of April 2007.

3.For bookings received after the **14th OF MARCH 2007** special accommodations prices would not be guaranteed.

4.Please complete accommodation form:

Mrs. Ms. Mr.

Name /Surname	
Institution / Department / Company	
E-mail	
Telephone and fax	



ACCOMMODATION DETAILS:

Hotel Name	Booking till 14.03.07.	Booking after 14.03.07.
Hotel Riga		
City Hotel Bruninieks		

NUMBER OF PERSONS: _____

ROOM TYPE:

single double double, shared with _____

Rates are per room, per night, breakfast included. Prices do not include transportation to or from destination, transfers, insurance, telephone calls, room service and other personal expenses.

ARRIVAL: Date _____ Flight _____ Time _____

DEPARTURE: Date _____ Flight _____ Time _____

Please note: If you choose to make direct reservation to the hotel, please give the reference " LU conference" in your booking.

BOOKING and PAYMENT CONDITIONS

Special conference accommodation prices can be guaranteed when the reservation is received not later than the **14th of MARCH 2007** and when the reservation is guaranteed by a credit card or payment by bank transfer beforehand.

Guaranteed conference accommodation prices or paid by CREDIT CARD:

If you wish to confirm your reservation with credit card number or wish to make full prepayment by credit card, please fill in the form below:



Card type: VISA, Eurocard, Mastercard etc.		Card holder's name:	
Card Number:			
Expiry date:		Signature:	
I wish to guarantee the room BUT pay at hotel		I wish to make full prepayment for hotel accommodation	

Prepayment by BANK TRANSFER:

Payment by bank transfer should be made to Impro Travels account after receiving the invoice from Impro Travels. For this reason, please inform us - who is to pay for your accommodation and send the contact details accordingly. For all your correspondences, please use reference " **LU CONFERENCE**".

IMPRO TRAVELS BANK ACCOUNT DETAILS:

BANK: HANSABANKA
SWIFT CODE: HABALV22
IBAN NUMBER: LV02HABA0001408051509

Cancellations:

In case of cancellation after 5th of March, 2007 Impro Travels reserves right to charge your credit card for one night's accommodation. In case of no-show the Impro Travels will charge your credit card for full amount of total booking price.

Date _____

Signature _____