

## ACCOMMODATION BOOKING FORM



### WELFARE TO WORK UK CONVENTION 2012 ~ ICC Birmingham – 10<sup>th</sup> & 11<sup>th</sup> July 2012

Please complete ONE form per booking – forms may be photocopied if required.  
 Return completed forms to: Conference Care Ltd, Phoenix House, 343 Bedworth Road, Coventry, CV6 6BN.  
 Tel: 02476 369 726 / Fax: 02476 369 722 / Email: [reservations@conferencecare.com](mailto:reservations@conferencecare.com)  
 Confirmation will be emailed within 14 days of receipt of your booking – if you do not receive a confirmation within this period please contact Lindsev Miller at Conference Care.

The rates shown below are guaranteed for bookings received by **Thursday 7<sup>th</sup> June 2012**. Bookings received after this date will still be taken but rates and availability may be subject to change. Rates shown are per room, per night and include breakfast (continental breakfast only at Express by Holiday Inn) and VAT at the prevailing rate of 20%. (The hotels reserve the right to amend the rates quoted in the event of a VAT increase)

HOTEL	RATING	FACILITIES	DISTANCE TO VENUE	SINGLE OCCUPANCY B&B	TWIN/DOUBLE OCCUPANCY B&B
Crowne Plaza Birmingham	★★★★		Approx 13 min walk to ICC	£95.00	£115.00
Macdonald Burlington Hotel	★★★★		Approx 13 min walk to ICC	£80.00	£90.00
Express by Holiday Inn Birmingham	★★★		Approx 13 min walk to ICC	£69.00	£69.00
Hyatt Birmingham	★★★★		Connected to ICC via a covered walkway	£130.00	£140.00
Radisson Blu Birmingham	★★★★		Approx 13 min walk to ICC	9 <sup>th</sup> July @ £99.00 10 <sup>th</sup> July @ £109.00	9 <sup>th</sup> July @ £109.00 10 <sup>th</sup> July @ £119.00
Copthorne Birmingham	★★★★		Approx 3 min walk to ICC	£95.00	£105.00
Mint Hotel Birmingham	★★★		Approx 13 min walk to ICC	£95.00	£105.00
Jury's Inn Birmingham	★★★		Approx 5 min walk to ICC	£75.00	£80.00

**Key to facilities:** Restaurant Wheelchair Access Parking Nearby Gym Facilities

**Please use BLOCK CAPITALS throughout to indicate your booking requirements**

Guest Name _____ Company _____ Mailing Address _____ _____ _____ Email _____ Tel _____	<table border="1" style="width: 100%;"> <tr> <td style="width: 33%;">Arrival date</td> <td style="width: 33%;">Departure Date</td> <td style="width: 33%;">No of nights</td> </tr> <tr> <td>□□ □□ □□</td> <td>□□ □□ □□</td> <td>□</td> </tr> <tr> <td>Hotel 1<sup>st</sup> choice</td> <td>Room Type</td> <td>B&amp;B</td> </tr> <tr> <td>_____</td> <td>_____</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Hotel 2<sup>nd</sup> choice</td> <td>_____</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Hotel 3<sup>rd</sup> choice</td> <td>_____</td> <td><input type="checkbox"/></td> </tr> </table> Please detail any special requirements (e.g. Wheelchair access etc)	Arrival date	Departure Date	No of nights	□□ □□ □□	□□ □□ □□	□	Hotel 1 <sup>st</sup> choice	Room Type	B&B	_____	_____	<input type="checkbox"/>	Hotel 2 <sup>nd</sup> choice	_____	<input type="checkbox"/>	Hotel 3 <sup>rd</sup> choice	_____	<input type="checkbox"/>
Arrival date	Departure Date	No of nights																	
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Hotel 1 <sup>st</sup> choice	Room Type	B&B																	
_____	_____	<input type="checkbox"/>																	
Hotel 2 <sup>nd</sup> choice	_____	<input type="checkbox"/>																	
Hotel 3 <sup>rd</sup> choice	_____	<input type="checkbox"/>																	

**GUARANTEE OF BOOKING:** ALL hotels listed require a credit card number to secure the booking (Requests for accommodation will not be accepted without a credit card number to guarantee the reservation)

VISA   
  MASTERCARD   
  SWITCH   
  SOLO CARD   
  OTHER please specify \_\_\_\_\_  
 Please debit my card (tick appropriate box)

Credit Card Number □□□□□□□□□□□□□□□□   
 Issue No □□   
 Valid From □□ / □□  
 Expiry Date □□ / □□   
 3-Digit Security Code □□□

Name (as it appears on the card) \_\_\_\_\_ Cardholders Signature \_\_\_\_\_

**PLEASE DO NOT SEND PAYMENT FOR ACCOMMODATION TO CONFERENCE CARE.** Accounts must be settled directly with the hotel either on the morning of departure or by 3<sup>rd</sup> Party Credit Card. Alternatively pro-forma invoices can be requested in order for accounts to be pre-paid prior to arrival. 3<sup>rd</sup> Party authorisation forms and arrangements for pro-forma invoices can be made via Conference Care Ltd. Cancellations or amendments must be made **IN WRITING BY Thursday 7<sup>th</sup> June 2012**. Verbal cancellations will not be accepted. Cancellation charges may apply and will be charged to your credit card.

I have read and accept the Conditions of Booking Shown above:

Signature _____	Date □□ □□ □□
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