

HOTEL RESERVATION FORM

**Event:** Freshwater Fish Symposium

Visit Chester & Cheshire is the official hotel booking service for:

Event: Freshwater Fish Symposium

Event dates: 19th – 23rd April 2010

Host venue: Crowne Plaza Chester

To book online, please visit: www.conferencebookings.co.uk **and use the Event Reference: CHSFISH**

Please return to: Business Tourism Team, Visit Chester and Cheshire, Chester Station, 1st Floor West Wing Offices, Station Road, Chester, CH1 3NT

Telephone: **0845 073 1314**

Fax: **0845 073 1315**

This application deadline is 19th March 2010 - **4 weeks prior to event**. If you wish to apply after this deadline has expired, Visit Chester & Cheshire will endeavour to meet your requirements, but requests will be purely on an ad hoc basis and preferred accommodation and rates cannot be guaranteed.

BLOCK CAPITALS PLEASE *Entry required

TITLE*	SURNAME*	FORENAME*
ORGANISATION*		
ADDRESS*		
POST CODE	E-MAIL*	
TELEPHONE*	FAX*	
ARRIVAL DATE*	DEPARTURE DATE*	
NO. OF EVENINGS	NO. OF PERSONS	
Single Occupancy (1 person) <input type="checkbox"/>	Double Occupancy (2 persons) <input type="checkbox"/>	Twin Occupancy (2 persons) <input type="checkbox"/>

(A Double room for sole occupancy cannot be guaranteed)

FURTHER INFORMATION (Please indicate your preferred hotels from the selection attached)

1 st choice
2 nd choice
3 rd choice
PLEASE INDICATE ANY SPECIAL REQUIREMENTS (e.g. accessibility requirements, requests for Pro forma Invoices etc)

For Guarantee purposes ONLY

Credit/debit card type*	Valid from date*	Expiry date*
Card no.*	Name on card*	

I have read and acknowledge the terms and conditions ☐ (please see overleaf)

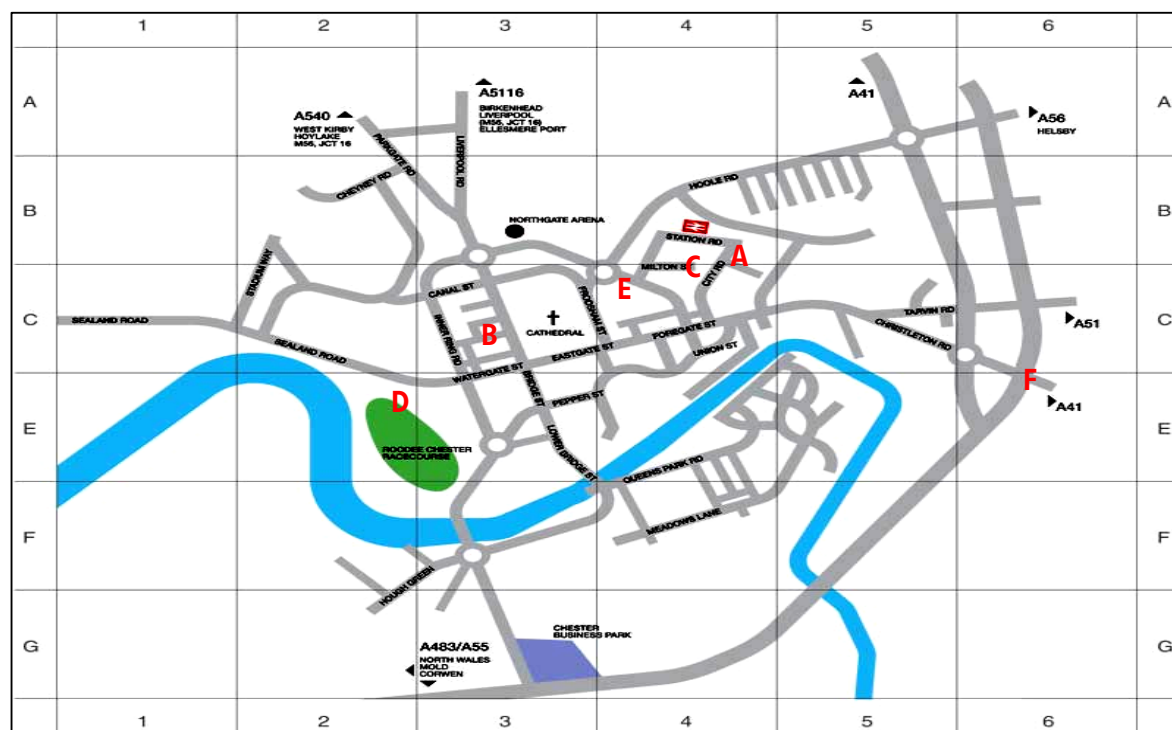
Signed (authorised signatory)*	Date*
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Event Dates:

19th – 23rd April 2010



visit
Chester & Cheshire



Map Reference	Hotel	Star Rating	Walking Distance from Crowne Plaza Chester	Car Parking?	Leisure?	Single Rate: BB	Double Rate: BB
A	Queen Hotel	4*	0.9 miles	Yes – Chargeable	No	£79.00 standard £89.00 queen exec £99.00 king exec	£79.00 standard £89.00 queen exec £99.00 king exec
B	Crowne Plaza Chester	4*	-	Yes	Yes	£119.00	£119.00
C	Westminster Hotel	3*	0.9 miles	Yes	No	£59.00 (18 th Apr only)	£69.00 (18 th Apr only)
D	Holiday Inn Express	3*	0.2 miles	Yes	No	£70.00	£70.00
E	Mill Hotel	3*	0.7 miles	Yes	Yes	Standard Sgl £73.00 Business Sgl £81.00 Club Sgl £93.00	Standard Dbl/Twin £91.00 Business Dbl/Twin £99.00 Club Dbl/Twin £112.00 (Twin Rooms may consist of a king-size bed and double sofa bed)
F	Ramada Chester	4*	2.2 miles	Yes	Yes	£70.00	£80.00

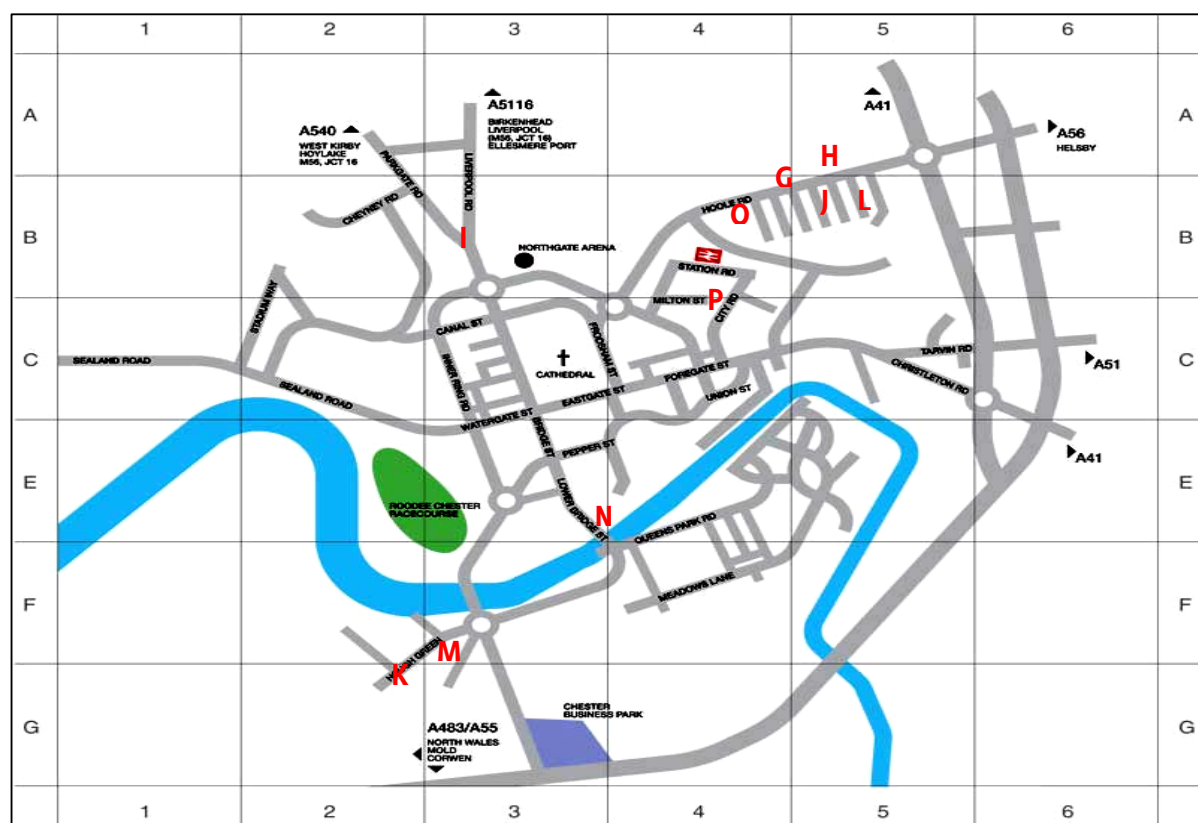
BB = Bed & Breakfast. RO = Room Only (excludes breakfast). All rates include VAT unless otherwise stated.

Room Rate is per night at single rate for 1 person and double rate for 2 people.

VAT = Value Added Tax @ 17.5%

Conditions & Liabilities

- The rates are Per Room Per Night and include full English Breakfast (Unless otherwise stated) and VAT at 17.5%
- Accommodation will be allocated on a first come, first served basis. If your preferred accommodation is not available, a similar standard of accommodation will be allocated from your other choices.
- Visit Chester & Cheshire will send confirmation of your reservation via email, please ensure you supply an email address to receive confirmation promptly.
- When a delegate completes and returns a "paper" reservations form to Visit Chester & Cheshire, the delegate will receive email confirmation which is then a legally binding agreement and are liable for any charges that may arise from the reservation.
- Visit Chester & Cheshire shall not be liable to any extent in the event of delay or failure in providing or procuring any services or facilities due to any cause beyond control.
- The balance of hotel accounts must be settled on arrival/departure unless alternative arrangements have been agreed in advance DIRECT with the hotel concerned.
- Visit Chester & Cheshire can request a Pro Forma Invoice on behalf of a person(s) to be issued to you for settlement of payment, but are not liable if the hotel does not issue this to the requesting person(s).
- Individuals must advise Visit Chester & Cheshire of cancellations/amendments via either email or by fax (08450731315) not less than **48 hours** prior to your arrival date. Cancellation policies vary between venues and will be advised on your confirmation email. In the event of late cancellation, charges will apply.



Map Ref	Hotels & B&B's And Postcodes	Star Rating	Car Parking	Distance from Crowne Plaza Chester (pedestrian Route)	Single Rate From	Double Rate From
G	Chester House CH2 3NL	B&B	Yes	1.4 Miles	£45.00	£58.00/£75.00
H	Dene Hotel CH2 3ND	**	Yes	1.5 Miles	£52.50	£67.50
I	George and Dragon CH2 1AA	B&B	Yes	0.6 Miles	£49.00	£75.00
J	Hamilton Court CH2 3JG	B&B	Yes	1.4 Miles	£45.00	£69.00
K	Homeleigh CH4 8JG	B&B	Yes	0.9 Miles	£35.00	£55.00/£60.00
L	Lavender Lodge CH2 3NL	B&B	Yes	1.4 Miles	£40.00	£70.00
M	Mitchells of Chester CH4 8JQ	B&B	Yes	1.1 Miles	£40.00	£69.00/£72.00
N	Recorder Guest House CH1 1SB	B&B	Yes	0.5 Miles	£50.00/£70.00	From £75.00 to £110.00
O	Ba Ba Guest House CH2 3NJ	B&B	Yes	1.3 Miles	£42.50	£80.00
P	The Stafford Hotel CH1 3AE	**	No	0.7 Miles	£45.00	£70.00

Conditions & Liabilities

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- Accommodation will be allocated on a first come, first served basis. If your preferred accommodation is not available, a similar standard of accommodation will be allocated from your other choices.
- Chester and Cheshire Conference Bureau will send confirmation of your reservation via email, please ensure you supply an email address to receive confirmation promptly.
- When a delegate completes and returns a "paper" reservations form to Chester and Cheshire Conference Bureau the delegate receives email confirmation which is then a legally binding agreement and are liable for any charges that may arise from the reservation.
- The Bureau shall not be liable to any extent in the event of delay or failure in providing or procuring any services or facilities due to any cause beyond control.
- The balance of hotel accounts must be settled on arrival/departure unless alternative arrangements have been agreed in advance DIRECT with the hotel concerned.
- Chester and Cheshire Conference Bureau can request a Pro Forma Invoice on behalf of a person(s) to be issued to you for settlement of payment, but are not liable if the hotel does not issue this to the requesting person(s).
- Individuals must advise Chester and Cheshire Conference Bureau of cancellations/amendments via either email or by fax (08450731315) not less than (24hours prior) to your arrival date. In the event of late cancellation, charges will apply.