



# HOTEL RESERVATION FORM

Please return this form at the latest 1 July 2011 to take advantage of the reduced rates!  
 After this date reduced hotel rates and availability cannot be guaranteed.

Contact details	
Team name:	
Company name:	
Name of contact person:	
Address:	
Zip code, city & state	
Country:	
Telephone number:	
Fax number:	
E-mail address:	

Hotels
<b>EMB Memphis Hotel</b> - De Lairessestraat 87 - Amsterdam Centre South - 4* deluxe single use: € 103,95 incl. breakfast & taxes / double use: € 114,45 incl. breakfast & taxes (per room per night)
<b>Bastion Hotel Amsterdam Amstel</b> - Verlengde v. Marwijk Kooystraat 30 – Amsterdam – 3* single use: € 119,00 incl. breakfast & taxes / double use: € 135,00 incl. breakfast & taxes (per room per night)
<b>Ibis Amsterdam City Stopera</b> - Valkenburgerstraat 68 - Amsterdam City Centre - 3* deluxe single use: € 140,70 incl. breakfast & taxes / double use: € 156,45 incl. breakfast & taxes (per room per night)
<b>Ibis Amsterdam Centre</b> - Stationsplein 49 - Amsterdam City Centre - 3* deluxe single use: € 145,95 incl. breakfast & taxes / double use: € 161,70 incl. breakfast & taxes (per room per night)
<b>Park Plaza Vondelpark</b> - Koninginneweg 34/36 - Amsterdam Centre South - 4* deluxe single use: € 145,95 incl. breakfast & taxes / double use: € 156,45 incl. breakfast & taxes (per room per night)

Hotel preference (please mark your choice)	
<b>FIRST CHOICE</b> <input type="checkbox"/> EMB Memphis Hotel <input type="checkbox"/> Bastion Hotel A'dam Amstel <input type="checkbox"/> Ibis Amsterdam City Stopera <input type="checkbox"/> Ibis Amsterdam Centre <input type="checkbox"/> Park Plaza Vondelpark	<b>SECOND CHOICE</b> <input type="checkbox"/> EMB Memphis Hotel <input type="checkbox"/> Bastion Hotel Amsterdam Amstel <input type="checkbox"/> Ibis Amsterdam City Stopera <input type="checkbox"/> Ibis Amsterdam Centre <input type="checkbox"/> Park Plaza Vondelpark

Method of payment	
Method of payment:	100% pre-payment by bank transfer for the costs of room, breakfast & taxes.
Incidentals	Incidentals (such as drinks, telephone etc) will be settled by the guests in the hotel directly.
Invoice:	Invoice for 100% pre-payment by bank transfer will be sent to the above mentioned e-mail address.

Cancellation policy
Cancellations are accepted without any charge up to 01 month prior to the day of arrival.

- The rates mentioned based on the nights of 30 September and 1 October 2011 and a limited number of rooms is available.
- There is a limited number of rooms available at each hotel.



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## Rooming list

Please complete the following rooming list:

<u>Room</u>	<u>Name guest (first name, last name)</u>	<u>Room type*</u>	<u>Check-in</u>	<u>Nights</u>	<u>Check-out</u>
1	1)				
	2)				
2	1)				
	2)				
3	1)				
	2)				
4	1)				
	2)				
5	1)				
	2)				
6	1)				
	2)				
7	1)				
	2)				
8	1)				
	2)				
9	1)				
	2)				
10	1)				
	2)				

## \*) Room type

Please fill out the preferred room types in the above mentioned rooming list:

- single room ( room for 1 adult )
- double room ( request room for 2 adults with one large bed )
- twin room ( request room for 2 adults with two beds )

## Please return to:

Please complete the entire form and fill out all required information as without this we are not able to proceed.

We kindly ask you to send this form (both pages) as a PDF document to:

VU Amsterdam  
Attn.: Jeannet Wijker  
[hotel.igem2011@falw.vu.nl](mailto:hotel.igem2011@falw.vu.nl)