



ROME CAVALIERI

WALDORF ASTORIA HOTELS & RESORTS

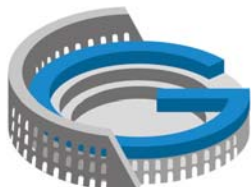


FIG WORKING WEEK 2012

May 6–10 2012  
Rome, Italy

**Guest Information:**

Please Type and Print your information in the fields below

First name: \_\_\_\_\_

Last name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Zip code: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Arrival date: \_\_\_\_\_

Arrival time: \_\_\_\_\_

Departure date: \_\_\_\_\_

**Please Send Reservation Request Form:**  
 Attention: Conference & Events Department

Alessandra Mezzanotte  
 Conference & Events Sales Executive  
 Rome Cavalieri, Waldorf Astoria Hotels & Resorts  
 Phone: +3906 3509 2000  
 Fax: +39 06 3509 2147  
 Email: [romecavalieri.events@waldorfastoria.com](mailto:romecavalieri.events@waldorfastoria.com)

**Hotel Terms & Conditions:**

- Reservations can only be made through this Hotel reservation form
- Cancellations and/or changes should be made in writing exclusively to the Rome Cavalieri
- At the moment of the reservation, the hotel will require a non refundable earnest payment for the first night.
- In case of cancellation until 30 days prior to arrival, the hotel will retain the earnest payment for the first night.
- In case of cancellation from 29 days to 8 days prior to arrival, the hotel will charge 50% of the total reserved stay, included the earnest payment already received.
- In case of cancellation from 7 days prior to arrival, the Hotel will charge the full cost of the reserved stay  
 From 7 days prior to arrival, the hotel will charge any reduction on the length of stay in full.
- Check-in: 3.00 p.m.; Check-out time: 12.00 p.m.
- All expenses will be settled directly by Client upon departure.
- Internet connection is not included in the room rate

*Yes, I agree to the terms and conditions as outlined above for the Rome Cavalieri Hilton.*

Signature: \_\_\_\_\_

Bank transfer

Banking Information:  
 Hilton Italiana S.r.l.  
 c/o Banca Carige – Branch nr. 17  
 Via Alberto Cadlolo, 101  
 00136 Rome  
 COD CAB 03243 – COD ABI 06175  
 BIC: CRGEITGG717  
 Current Account Number 101.80  
 CIN W  
 IBAN:IT65W0617503243000000010180

**Room Selection:**

**Preferred room rates guaranteed until 31 March 2012. Breakfast and tax are included. Special room rates only offered to FIG delegates and supported by CNG. This price is valid only 5–11 May.**

- Deluxe double room for single use      190,00 Euro
- Deluxe double room      245,00 Euro

**For other type of rooms, please contact Rome Cavalieri directly. Please be informed that as of Jan 1, 2011 the City of Rome applies an overnight accommodation tax of Euro 3.00 per person per night\*. (applicable to a maximum of 10 nights, excluding children under the age of 10.)**

Special requirements: \_\_\_\_\_

**Payment and Deposit details:**

Important: accommodation will be guaranteed only if reservation requests are accompanied by credit card details or copy of bank transfer. For payments by wire transfer, please refer to the hotel's bank details.

- Visa       MasterCard
- American Express       Other \_\_\_\_\_

Credit card Number: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Card Holder (print name): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_