

The ICEF Higher Education Workshop

A targeted higher education workshop, connecting HE institutions and the best tertiary-focused education agents from around the world



Hilton Glasgow • September 12 - 14, 2015



Connect. Recruit. Grow.

Hilton Glasgow – Extra Nights Reservation Form

Please return your booking as soon as possible as only a limited number of rooms is available. Rooms will be allocated on a first-come, first-served basis.

ICEF GmbH
Ms Ayumi Henke-Tokushige
Am Hofgarten 9
53113 Bonn
Germany

Tel +49 228 201 1941
Fax +49 228 201 1944
Email ► ahenke@icef.com

Room Reservation Request (Please type or print in capital letters)

Company _____

Mr Ms Last name _____ First name _____

Nationality _____

Second person:

Mr Ms Last name _____ First name _____

Nationality _____

Tel. (incl. area code & extension) _____ Email _____

Additional nights required (subject to room availability)

Pre-workshop nights (Sep. 10 to 12, 2015)

Date of check-in _____ Date of check-out _____

of nights ____ Approx. arrival time _____

Post-workshop nights (Sep. 15 - 17, 2015)

Date of check-in _____ Date of check-out _____

of nights ____ Approx. departure time _____

Room type & rate (please check appropriate box)

Single room **GBP 125**

Twin/Double room **GBP 137**

Please note: earliest possible check-in time is 15:00 and latest check-out time is 12:00 noon.

Above rates are per room, per night, including breakfast and VAT.

Payment

Please download the Credit Card Authorization Form from the link below and return to ICEF with the Extra Nights Reservation Form.

► [Hilton Glasgow - Credit Card Authorization Form](#)

Please note that room cancellations received within the two weeks period prior to arrival will be subject to a 100% cancellation fee for your stay and the hotel will charge your credit card.

By signing you acknowledge the accuracy of information provided and agree to the terms and conditions below.

Terms & Conditions

Your accommodation and all incidental charges will be payable directly to the hotel who will **require your credit card details for this purpose upon check-in**. Room cancellations received within the two weeks period prior to arrival will be subject to a 100% cancellation fee for your stay and the hotel will charge your credit card.

► **Fax to: +49 228 201 1944 or ► email to ahenke@icef.com**