

## **REGISTRATION, HOTEL & TOURS BOOKING FORM**

Please fax or mail, to:

Top Atlântico Operated by TopTours - Congress Department - Att: Mr. Vitor Alves Av. Dom João II, Lote 1.16.1 – 1900-083 Lisboa, Portugal Tel : (+ 351) 218 925 405 Fax : (+ 351) 218 925 406 e-mail: lisboa.congress@topatlantico.pt

T	TopAtlântico
	Operated by TopTours

A PAR	TICIPAN	- Please tio	k-off and fil	ll in
Prof.	Dr.	Mr.	Ms.	
Last Name:			First Name:	
Institution:				
Department:				
Address:				
City:		Country:		_ Postal Code:
Tel:		Fax:		e-mail:
Receipt in the name of:				
Address:				
City:		Country:		Postal Code:
B ACCOMPANYING PERSON – Please fill in				
Last Name:			First Name:	

# C REGISTRATION FEES – Please tick-off and fill in

Registration entitles to be considered a member of the UISPP (except for accompanying people) until the following congress, to participate in the Congress events and to receive its pre congress general publications. Full membership entitles also to receive the congress publications, the final programme and abstracts book, the excursions guides, one excursion during the congress and entries in some Museums. Accompanying people will not receive pre-congress general publications. Reduced fee is offered to Congress sessions' organizers, students aged less than 30 years old and participants from countries with low or lower-middle economies.



Note: Registration will only be considered if payment is also made, by credit card, certified bank check in the amount due or by bank transfer to our account (the name of the registered person must be mentioned).

## ACCOMMODATION - Please tick-off and fill in

Arrival Date: Depa		rture Date:	Number of nights:	
Number of rooms required: Sing		le(s); Double(s)	: Double room(	s) with extra bed;
Number of beds r	required in youth hostel	s: Bed(s) in mal	e rooms Bed(s	) in female rooms
Hotel Category	Single Room	Double Room	Double room with extra bed	Deposit Required
Hotels ****	€ 103,00/177,00	€ 113,00/193,00	€ 147,00/236,00	€ 250,00
Hotels ****	€ 63,00/103,00	€ 73,00/123,00	€ 101,00/140,00	€ 150,00
Hotels ***	€ 62,00/ 90,00	€ 68,00/101,00	€ 97,00/117,00	€ 120,00
Guest Houses	€ 42,00/ 50,00	€ 52,00/ 59,00	€ 64,00/ 87,00	€ 100,00
		Double Room	Multiple Beds (per bed)	
Youth Hostels		€ 33,00/ 46,00	€ 12,50/ 17,50	€ 50,00
Hotel Preferred:	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice _	
		Total amount f	or accommodation	€

All rates are per room, per night, in Euros ( $\in$ ), and include breakfast, all taxes and service charge (<u>except</u> <u>multiple beds in youth hostels that prices are per person and breakfast in not included</u>). These special rates are available only if booking is made and paid through Top Atlântico Operated by TopTours. Reservation requests will be confirmed on a *first come, first serve basis*. In case your choice is no longer available a similar alternative accommodation will be offered. A deposit is required to request the booking. Reservation requests received without deposit will not be considered. After the confirmation of availability, with the indication of the name of the hotel reserved, and acknowledging the receipt of the corresponding deposit, full prepayment of the balance is required in order to guarantee the reservation. Upon receipt of full payment a confirmation letter will be sent, to be presented at the hotel's reception desk at the time of check-in.

E SIGHTSEEING TOURS - Please tick-off and fill in

		Tickets per person	Total
Tour 1 – Lisbon Tour	09:00 AM	Ticket(s) x € 31,00	€
Half day Date	02:30 PM	Ticket(s) x € 31,00	€
Tour 2 – Sintra / Estoril / Cabo da Roca			
Half day Date	02:30 PM	Ticket(s) x € 51,00	€
Tour 3 – Óbidos / Nazaré / Fátima (lunch i	ncluded)		
<i>Full day</i> Date	09:00 AM	Ticket(s) x € 81,00	€
Tour 4 – Evora (lunch included) *			
<i>Full day</i> Date	09:00 AM	Ticket(s) x € 76,00	€
Évora Tour operates only on Tuesdays and Saturdays	5.		
I	otal amount fo	or sightseeing tours	€

D

## CANCELLATION POLICY

### Registration:

Registered delegates unable to attend will receive a full refund less € 50.00 administration fee provided that a written request is received by Top Atlântico Operated by TopTours on or before 15 June 2006. After this date no refunds will be made.

#### Accommodation and tours:

Cancellations received before 01 August 2006 shall be refunded after the congress, after deduction of bank expenses. After this date no refunds will be made.

All approved refunds will be processed and issued until 60 days after the Congress.

G	PAYMENT – Please fill in
	Total of sections C + D + E €
Н	FORM OF PAYMENT – Please tick-off and fill in
• C	Certified Bank Cheque, made payable to Top Atlântico DMC – Viagens Turismo, S.A.:
Ν	Number: Bank: Amount:
• S	Swift Bank Transfer (Please enclose copy of the bank order) to:
lı S B	Top Atlântico DMC – Viagens Turismo, S.A. Int. Bank Account Number: PT50 0033 0000 0000 8770 6440 5 Swift Code: BCOMPTPL Bank: Banco Comercial Português Address: Rua Coronel Bento Roma, Lt. 942, Piso 3 1749-088 Lisboa, Portugal
• C	Credit card:
	Visa Amex MasterCard Other
С	Cardholder's Name
C	Card number:
В	Billing address:
C	Cardholder's birth date:
Т	Three last digits mentioned on the back of the card (Except AMEX):
	I herewith authorize Top Atlântico DMC – Viagens Turismo S.A. to debit this credit card for the amount of €
	I also authorize Top Atlântico DMC – Viagens Turismo, S.A. debiting or crediting my credit card account with the amount if any subsequent change(s) to the items booked.
Sigr	nature: Date:
Pers Top or arra	bility: rsonal travel insurance is strongly recommended, as the Organising Committee and Top Atlântico Operated by pTours act as agents only in securing hotels, transport and travel services and in no event shall be liable for acts defaults in case of injury, damage, loss, accident, delay or irregularity of any kind whatsoever during rangements organised through contractors or the employees of such contractors in carrying out services. Hotel d transportation services are subject to the terms and conditions under which they are offered to the public in

general. The Organising Committee reserves the right to make changes where deemed necessary, without prior notice to parties concerned. All disputes are subject to the Portuguese law.

# PLEASE FAX TO (+ 351) 218 925 406

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