



**IFLA International Preconference 2005**  
*Booking form for accommodation at Scandic Sergel Plaza*

**10-12 August 2005**

<b>Guest Name:</b>		<b>Address:</b>					
<b>E-mail:</b>		<b>Post code:</b>					
<b>Tel.No:</b>		<b>Country:</b>					
<b>Fax No:</b>							
<b>Accommodation Details (please tick dates you wish to stay at Scandic Sergel Plaza) :</b>							
<b>Room Type:</b>	<b>Wed 10th</b>	<b>Thur 11th</b>					
<b>Single:</b>							
<b>Double:</b>							
<b>Twin:</b>							
Contracted rates for August 10 and 11 through the Office of Administrative Affairs including Buffet Breakfast & VAT: <u>Single SEK 1460 per night (160 Euro per night), Twin or Double SEK 1760 per night. (194 Euro per night)</u>							
If you are sharing a twin room, please supply the name of the sharing guest: _____							
<b>Conditions:</b> <i>To take part of the above offered prices, reservation should be made via email or fax only!</i>							
<b>Payment:</b> Creditcard or cash payment directly to hotel.							
<b>Cancellation policies:</b> Cancellation can be made free of charge until 14 <sup>th</sup> of July 2005.							
For late cancellations after this Scandic Sergel Plaza will charge one night on cc given as guarantee of reservation.							
No-show will be charged with one night.							
Please note that we regret that we are unable to accept reservations without creditcard guarantee.							
<b>Credit Card Details for guarantee of reservation:</b>				<b>Special Requirements :</b>			
Card type :	_____			Smoking / Non smoking request			
Card Number :	_____						
Expiry Date :	_____						

Please send back Your details to reach us by Wednesday the **13<sup>th</sup> of July 2005** on  
Fax: + 46 (0) 8 517 263 27 or Email: [group.sergel.plaza@scandic-hotels.com](mailto:group.sergel.plaza@scandic-hotels.com)

Please supply a fax number for reconfirmation of your reservation: Fax No \_\_\_\_\_

**BOOKING FORM (office use only)**

We are able / unable to confirm the above details. Confirmed reservation number : \_\_\_\_\_

We look forward to welcoming you to Scandic Sergel Plaza!

Scandic Sergel Plaza  
Box 16411, SE-10327 Stockholm,  
Sweden  
Visiting address: Brunkebergstorg 9  
Tel: +46 8 517 263 10  
Fax: +46 8 517 263 27  
<http://www.scandic-hotels.com>  
Reservation: +46 8 517 517 00