

4th CIO WORKSHOP - 24th – 25th September 2008

Sponsored by Bentley Systems, facilitated by the CIO Expert Advisory Panel.

HOTEL BOOKING FORM – CIO WORKSHOP ATTENDEES

To stay at: The Charing Cross Hotel, The Strand, London, WC2N 5HX

www.guoman.com/charing-cross

To book your room please fill out this form and return by fax or email

no later than **5th September 2008** to:

☎ + 44 (0)1491 579058

☎ + 44 (0)1491 579835

E-mail: dc@delegate.uk.com

PERSONAL INFORMATION			
NAME		FIRST NAME	
COMPANY NAME			
POSITION			
NATIONALITY			
ADDRESS			
CITY		COUNTRY	
TEL		FAX	
E-MAIL			
ROOM RESERVATION			
CHECK IN FROM 2.30P.M. – DEPARTURE BY 12.00NOON		CANCELLATION POLICY - 14 DAYS PRIOR TO CHECK IN	
TYPE OF ROOM (INCLUDING VAT & BREAKFAST FOR DELEGATES)			
<input type="checkbox"/> DELUXE FOR SINGLE USE AT £199.00 <input type="checkbox"/> DELUXE FOR DOUBLE/TWIN OCCUPANCY (PLEASE DELETE AS APPLICABLE) AT £199.00. NO EXTRA ROOM SUPPLEMENT HOWEVER AN ADDITIONAL CHARGE OF £17.95 WILL APPLY FOR ADDITIONAL BREAKFAST. (PRICES GUARANTEED FOR THE NIGHTS OF THE 23 RD , 24 TH AND 25 TH SEPTEMBER ONLY)			
ROOM CHARGES & HOTEL EXTRAS ARE TO BE PAID BY DELEGATES ON DEPARTURE			
<input type="checkbox"/> SMOKING		<input type="checkbox"/> NON SMOKING	
PARKING: NO PARKING AVAILABLE AT THE HOTEL. NEAREST PARKING AT TRAFALGAR MASTERPARK, SPRING GARDENS. VISIT: WWW.WESTMINSTER.GOV.UK/CARPARKS/TRAFALGAR.CFM FOR MAP & RATES			
ARRIVAL DATE		FLIGHT N°:	TIME OF ARRIVAL:
DEPARTURE DATE		FLIGHT N°:	TIME OF DEPARTURE:
CONFIDENTIAL INFORMATION			
PASSPORT N°			
INT'L CREDIT CARD N°		EXPIRY DATE	
<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> AMERICAN EXPRESS	<input type="checkbox"/> VISA	<input type="checkbox"/> OTHER (PLEASE SPECIFY).....
PLEASE INDICATE ANY SPECIAL DIETARY REQUIREMENTS			

IF YOU HAVE ANY QUERIES PLEASE CONTACT:

CAROLYN MOLYNEUX AT DCS@DELEGATE.UK.COM OR
 SUSANN-ANNETTE HEYL AT SUSANN.HEYL@BENTLEY.COM