

Event: 27th AETE Conference, Queen Hotel, Chester

Visit Chester & Cheshire is the official hotel booking service for:

Event: 27th AETE Conference

Event dates: 9th – 10th September 2011

Host venue: Queen Hotel

To book online, please visit: www.conferencebookings.co.uk and use the Event Reference: CHSEETA

Please return to: Visit Chester and Cheshire Business Tourism Team, Chester Station, 1st Floor West Wing Offices, Station Road, Chester, CH1 3NT

Telephone: **0845 073 1314** Fax: **0845 073 1315**

This application deadline is **4 weeks prior to event**. If you wish to apply after this deadline has expired, Visit Chester & Cheshire will endeavour to meet your requirements, but requests will be purely on an ad hoc basis and preferred accommodation and rates cannot be guaranteed.

BLOCK CAPITALS PLEASE *Entry required

TITLE*	SURNAME*	FORENAME*
ORGANISATION*		
ADDRESS*		
POST CODE	E-MAIL*	
TELEPHONE*	FAX*	
ARRIVAL DATE*	DEPARTURE DATE*	
NO. OF EVENINGS	NO. OF PERSONS	

Single Occupancy (1 person) Double Occupancy (2 persons) Twin Occupancy (2 persons)

(A Double room for sole occupancy cannot be guaranteed)

FURTHER INFORMATION (Please indicate your preferred hotels from the selection attached)

1 st choice
2 nd choice
3 rd choice

PLEASE INDICATE ANY SPECIAL REQUIREMENTS (e.g. accessibility requirements, requests for Pro forma Invoices etc)

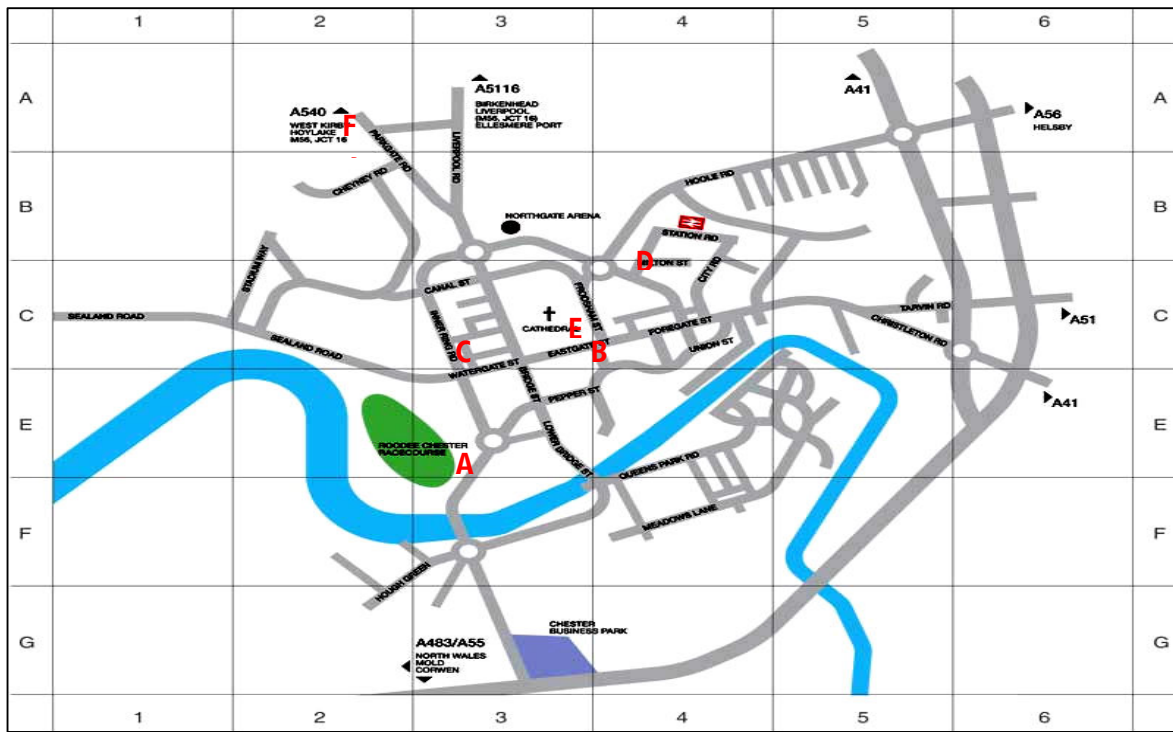
--

For Guarantee purposes ONLY

Credit/debit card type*	Valid from date*	Expiry date*
Card no.*	Name on card*	

I have read and acknowledge the terms and conditions (please see overleaf)

Signed (authorised signatory)*	Date*
--------------------------------	-------



Map Reference	Hotel	Star Rating	Distance from Queen Hotel	Single Rate:	Double Rate:
A	Abode Hotel	4*	0.75 miles	£99.00 BB <i>Thur – Fri only</i>	£109.00 BB <i>Thur – Fri only</i>
B	Blossoms Hotel	3*	0.5 miles	£100.00 <i>Thur</i> £138.00 - <i>Fri</i>	
C	Crowne Plaza	4*	0.5 miles	£139.00 Standard £159.00 Executive <i>Thur – Fri only</i>	£139.00 Standard £159.00 Executive <i>Thur – Fri only</i>
D	Mill Hotel	3*	0.25 miles		£95.00 Standard £100.00 Business Class £115.00 Club Class
E	Chester Grosvenor	5*	0.5 miles	£170.00 – <i>Thur</i> £200.00 – <i>Fri</i> £274.00 - <i>Sat</i>	£190.00 – <i>Thur</i> £220.00 – <i>Fri</i> £294.00 – <i>Sat</i>
F	Mollington Banastre	4*	1 mile	£120.00	£140.00

BB = Bed & Breakfast. RO = Room Only (excludes breakfast). All rates include VAT unless otherwise stated.

Room Rate is per night at single rate for 1 person and double rate for 2 people.

VAT = Value Added Tax @ 20%

Conditions & Liabilities

- The rates are Per Room Per Night and include full English Breakfast (Unless otherwise stated) and VAT at 17.5%
- Accommodation will be allocated on a first come, first served basis. If your preferred accommodation is not available, a similar standard of accommodation will be allocated from your other choices.
- Visit Chester & Cheshire will send confirmation of your reservation via email, please ensure you supply an email address to receive confirmation promptly.
- When a delegate completes and returns a "paper" reservations form to Visit Chester & Cheshire the delegate receives email confirmation which is then a legally binding agreement and are liable for any charges that may arise from the reservation.
- The VCC shall not be liable to any extent in the event of delay or failure in providing or procuring any services or facilities due to any cause beyond control.
- The balance of hotel accounts must be settled on arrival/departure unless alternative arrangements have been agreed in advance DIRECT with the hotel concerned.
- Visit Chester & Cheshire can request a Pro Forma Invoice on behalf of a person(s) to be issued to you for settlement of payment, but are not liable if the hotel does not issue this to the requesting person(s).
- Individuals must advise Visit Chester & Cheshire of cancellations/amendments via either email or by fax (08450731315) not less than **(24hours prior)** to your arrival date. In the event of late cancellation, charges will apply.