

**OFFICIAL EVENT ACCOMMODATION ENQUIRY FORM**  
**RATES GUARANTEED UNTIL 5<sup>th</sup> September 2017**  
**BOOK EARLY TO AVOID DISAPPOINTMENT**



**CCR Expo – Clinical + Cosmetics  
 Reconstructive 2017  
 Olympia, London  
 5<sup>th</sup> & 6<sup>th</sup> October**



**+44(0)1335 345655**



**hotels@TSCHotels.co.uk**

**CCR Expo 2017 has appointed TSC as the sole accommodation supplier for this year's event. TSC have negotiated discounted rates to suit all budgets and are at hand to help and assist with all your requirements. To avoid disappointment - PLEASE BOOK EARLY. To assist in your booking process, you can complete the form on screen and email to us or print it off and fax it over. Alternatively book live online at our website [www.TSCHotels.co.uk](http://www.TSCHotels.co.uk)**

**Official hotels and rates – Rooms are held for the duration of the event. Should you require further dates we are happy to assist.**

Rating	Hotel	D4S Occ	Dbl / Tx Occ	Meal	Distance to Venue	Cancellation
4*	Hilton Olympia	£214.00	£226.00	EB	0.1 miles	14 days prior
	Go Native Apartments	On Request	On Request	SC	0.4miles	
4*	K West Hotel & Spa	From £170.00	£190.00	CB	0.5 miles	5 days prior
Budget	IBIS Shepherd's Bush	On Req.	On Req.	EB	0.6 miles	
3*	BW Seraphine Hammersmith	£135.00	£135.00	BF	0.87 miles	14 days prior
4*	Hotel Indigo (Boutique)	£175.00	£185.00	BF	0.9 miles	7 days prior
4*	Hilton Kensington	£179.00	£191.00	EB	0.7 miles	7daysprior
3*	Copthorne Tara	£120.00	£130.00	EB	0.7 miles	28 days prior
4*	Novotel London West	£155.00	£165.00	EB	0.7 miles	72 hours prior
3*	IBIS Earls Court	£100.00	£110.00	EB	1 mile	24h hours prior
3*	BW Burns Hotel	£85.00 Sgl	£123.00	EB	1.2 miles	24 hours prior
		£115.00 D4S				

**Visit the TSC website to find a full selection of hotels in the area: [Click Here](http://www.TSCHotels.co.uk)**

**More prices including lower priced 'Non-refundable' rates are available on request or via the website.**

- All rates are per room, per night
- All rates are **inclusive** of VAT at the current rate (20%)
- All rates are subject to availability and are on a first come first served basis
- Bookings are not secured until you have received an email confirmation from TSC
- Rates may not be available after the guaranteed date of **5<sup>th</sup> September 2017**

KEY:	Room Type:	Meal Options:
	Single	Room Only
	Double for Single	English Breakfast
	Double	Continental Breakfast
	Twin	Buffet Breakfast
		Self-Catering
		RO
		EB
		CB
		BF
		SC

**Terms & Conditions**

All prices shown are per room, per night and are inclusive of VAT at the current rate. All rates are subject to availability.

**Cancellations:**

In the majority of cases, cancellations can be made online by visiting the accommodation booking system on the show landing page at the TSC website [www.TSCHotels.co.uk](http://www.TSCHotels.co.uk) All you require is your reservation number and guest's name. Should you need to cancel out of general business hours; Mon-Fri, we would always recommend you following that course of action to avoid any delays and the possibility of you incurring any charges.

**Individual Bookings:**

Cancellation policies vary; therefore please check prior to confirming your booking. Any bookings made within the parameters of the cancellation policy can be charged up to the full value of the booking. Please check your confirmation for individual hotel details, or call TSC to confirm.

**Group Bookings:**

Separate terms & conditions regarding cancellation charges will vary depending on individual hotel policy. Full terms & conditions at specific hotels will be notified at time of booking via your 'Booking Summary'.

**All Bookings:**

No charge is taken from your credit card by TSC Hotels & Venues. The card is only used to guarantee your accommodation with the hotel, who may charge the card for the first night for non-arrivals or late cancellation. All hotel accounts must be settled on departure.

Individual guests will be required to provide a credit / debit card when checking in to cover any extras incurred during their stay.

All the information contained in this booking form is correct at the time of publication. Whilst every care has been taken in the completion of this form, errors or omissions are in no way the responsibility of TSC Hotels & Venues.

For further terms and conditions, please visit [www.TSCHotels.co.uk](http://www.TSCHotels.co.uk)

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Hotels	Special Requirements	Reason for attending
Please enter your hotel choices in order of preference.  1.  2.  3.	I/We require a room in accordance with the Disability Discrimination Act (DDA); I/we may require assistance from my hotel in the event of an emergency	Please select the appropriate category:  Visitor  Exhibitor

**Room Details**

Please supply your name, the name of additional person(s) sharing the room and arrival dates and number of nights required below. If more rooms are required, copy this form or book on-line at TSC Hotels & Venues or [Click Here](#). If you would like to book an Advance Purchase rate (lower price but non-refundable), please contact the TSC office.

Rm	Guest Name <small>(incl Title)</small>	Additional Person <small>(incl Title)</small>	Type of Room <small>(sgl/d4s/dbl/tx)</small>	Arrival Date <small>(dd/mm/yyyy)</small>	No of Nights	Special Requirements / Loyalty card details
1						
2						
3						
4						
5						

**Booker Information**

You can expect to receive confirmation from TSC within 48 hours. If you do not, please contact us.

Send confirmation to **PLEASE PRINT CLEARLY**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

Post Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

On occasion we may have special promotional offers, which we would like to send to you by email. If you would prefer not to receive these offers, please tick the box. At no time will your email address or details be passed on to any third parties.

**Credit Card Details to Guarantee Your Bookings**

**Credit card** American Express, Visa, Mastercard,

Card Type: \_\_\_\_\_

Card Number: \_\_\_\_\_ Start date: \_\_\_\_\_

Name on card: \_\_\_\_\_ End Date: \_\_\_\_\_

**Important information:** Cheques are not accepted

**Payment**

The default payment method is 'on departure' by the guest. However, if you would prefer either of the options below, please indicate:

Will you require a 3<sup>rd</sup> Party Credit Card Form?

If you wish to pay for your accommodation via a credit card that will not be present during the guests stay, the hotel can issue a 3<sup>rd</sup> Party Authorisation Form to facilitate this payment.

Will you require a pro-forma invoice from the hotel? (Min £1000)

Pro-forma invoices are at the discretion of the hotel and will not be issued for spend any less than £1000.00. Payment must be received and cleared in the hotels account prior to the guest's arrival. On average a hotel will require a minimum of 4 week's notice to facilitate this request. Failure to not pay on time may result in the hotel charging the guest.