

THE WALDORF HILTON HOTEL
Aldwych, London WC2B 4DD
INSTITUTE OF TRADE MARK ATTORNEYS

RESERVATION FORM
SPECIAL ACCOMMODATION RATES
25 – 27 March 2009

ACCOMMODATION RATES

- Single Occupancy Room @ £219.00 per room, per night
Double/Twin Occupancy Room @ £239.00 per room, per night

The above rates are inclusive of Full English Breakfast, but exclusive of 15% VAT

**Please send your bookings to our Reservation Department by 25 February 2009 to guarantee the special rates.
Any reservations received after this date will be subject to availability at this rate.**

Direct Facsimile: (44) 020 7836 7244
E-Mail Address: reservations.waldorf@hilton.com
Group Code: AINSA
Alternatively book via our link: www.hilton.com/ITMA

Date of Arrival _____ Time of Arrival _____

No. of Nights _____ Rqst Smoking/Non Smoking _____

Name _____

Company Name _____

Address _____

Telephone _____ Fax _____

All reservations are held until 1600 hrs on the day of arrival unless previously guaranteed in writing or by Credit Card. To guarantee your reservation, please quote your credit card number. In the event of non-arrival, you will be charged for the first night's accommodation if you have not previously cancelled the room. Check-in times are from 15.00 hrs and check-out times are until 12.00 noon. Should you anticipate arriving after 4.00pm please guarantee your room for late arrival with a credit card number.

Please tick appropriate box:

Visa American Express Mastercard Diners Club Other

My Credit Card number is:

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Cardholders Signature _____ Expiry Date _____

Name _____

Telephone Number _____

We are holding an allocation of rooms for the above function on a first come first served basis. All reservations are strictly subject to availability and completion of this booking form will not automatically mean confirmation of your reservation until a completed Reservation Form has been returned directly to you.

FOR HOTEL USE ONLY

Reservation No: _____ Confirmed: Unavailable: Date: _____
Hotel Ref: _____