

SHUTTLE AIRPORT FORM

Deadline: March 10, 2017

To be sent to:

RIVIERA CONGRESSI E-mail: accommodation@omc.it fax +39 0541 1795045

Early reservation is recommended; PLEASE, USE CAPITAL LETTERS

Company _____

First Name _____ Family Name _____

Company position _____ E-mail _____

Home Work Address _____ City _____

Region/Province _____ Zip Code _____ Country _____

Phone _____ Mobile _____

INVOICE DETAILS (to be filled in case data are different from the ones indicated above)

Company _____ Address _____

Region/Province _____ Zip Code _____ Country _____

VAT Number _____ **Tax Code** (if not VAT) _____

Individual Requests can be submitted through this form or through the on-line booking system, at the following website address www.omc2017.it (Venue /Hotel and Transfer)

TRANSFER SERVICE RATES

Transfer services from and to Bologna Airport will be provided on request. The service is not exclusive. Max waiting time 1 hour. Rate is to be considered per person, per way and Vat included. The same rate is based on the route from Bologna to Ravenna and surrounding places. Luggage transport is free of charge.

ROUTE	RATE
From Bologna Airport to Ravenna and vice-versa	€ 75,00 / one way

BOOK NOW ▶

ARRIVAL AIRPORT

BOLOGNA

OTHER _____

Arrival date _____ Arrival time _____ No. of People _____

Flight no. _____ Flight Company _____ From/Provenance _____

Dopp-off: Pala De Andrè Hotel (hotel's name _____)

DEPARTURE AIRPORT

BOLOGNA

OTHER _____

Departure date _____ Departure time _____ No. of People _____

Flight no. _____ Flight Company _____ To/Destination _____

Pick-up: Pala De Andrè Hotel (hotel's name _____)

TRANSFER SERVICE RESERVATION PROCEDURES

Please fill in and return **within March 10, 2017** via e-mail to accommodation@omc.it.

Individual Requests can be submitted through this form or through the online booking system, at the following website address www.omc2017.it (Venue /Hotel and Transfer)

Transfer requests will be confirmed by e-mail upon receipt of full payment or credit card as guarantee.

A voucher will be sent out as confirmation of your reservation with pick-up and drop-off hours and emergency phone number.

RIVIERA CONGRESSI will issue a formal invoice for the whole reservation amount, and send it after the payment.

GROUP TRANSFER (5 or more people) will be dealt by RIVIERA CONGRESSI with separate agreements.

Please contact us at accommodation@omc.it for details.

PAYMENT PROCEDURES *all costs to transmitter's charge*

The payment will be made by:

1 BANK TRANSFER to RIVIERA CONGRESSI
UNICREDIT Bank IBAN CODE: IT46W0200824203000101512322 BIC Swift CODE: UNCRITM1SR2
(Please indicate Company/name and OMC2017)

2 CREDIT CARD VISA MASTERCARD AMERICAN EXPRESS

No _____

Expiring Date ___/___ (mm/yy)

Cardholder _____

Security code/CVV number _____

I authorize Riviera Congressi to charge my credit card for the total due of the reservation.

Cardholder signature _____

REFUND AND CANCELLATION POLICY

Any change or cancellation of the transfer service must be made in writing to Riviera Congressi.

- Cancellation within March 10, 2017, deposit refund will be made after deducting fee of € 15,00 (Vat incl.);
- Cancellation from March 11, 2017 and in case of no-show, no refund will be made of any kind.

Italian Law 196/2003 (privacy). **Consent for the use of personal data**

I AUTHORISE I DO NOT AUTHORISE to send to my address commercial offers, brochures, new letters and postal card even by third parties

I AUTHORISE I DO NOT AUTHORISE to communicate to third parties my presence at the event, with the sole purpose of transmitting letters and messages

Date ___/___/___

Signature _____