



EWEA 2014

BARCELONA
EUROPE'S PREMIER WIND ENERGY EVENT

1 0 - 1 3 M A R C H

Terms and conditions for hotel reservations

Deposit, guarantee and payment

In order to guarantee your reservation, a one night deposit is to be paid by credit card when submitting the hotel booking form. Payment for all accommodation should be settled with the hotel directly upon departure.

Payment after the congress is not possible. Upon check out, the hotel will issue the official invoice in EUR and you will have to pay your room and extras less the deposit previously charged in EUR on your credit card by the EWEA Hotel Secretariat.

Your credit card details (Visa, Eurocard/ MasterCard or American Express) are necessary to guarantee your full stay. Please ensure that your credit card is valid at the time of the congress.

The hotel may ask you for a deposit in EUR in case of no credit card at check in for extra services (i.e. minibar, telephone, laundry charges, etc).

Hotel confirmation

Your hotel booking request will be confirmed by e-mail within a few minutes after submission of the online form.

The confirmation will include the name and address of your hotel and the total cost of your stay. If you have not received the confirmation by e-mail please contact the EWEA Hotel Secretariat by e-mail accommodation@eweaevents.org or by phone +32 2 566 99 46.

Cancellations, modifications, reductions of stay, no-shows and early departures

All cancellations of hotel bookings must be communicated to the EWEA Hotel Secretariat at accommodation@eweaevents.org or by fax +32 2 779 59 60 in writing and will be subject to the following conditions:

- Cancellations made on or before 13 January 2014: no charge, the one-night deposit paid will be refunded after the congress.
- Cancellations made between 14 January 2014 until 29 January 2014: the one-night deposit is non-refundable.

- Cancellations, reductions of stay, modifications, no-shows and early departures made as of 30 January 2014: the full stay will be charged (the one-night deposit will be kept and the remaining stay will be charged on the credit card).

Please do not contact the hotel directly in case of any booking changes. All changes are subject to availability.

Late arrival

Late arrival (after 18:00) should be indicated on your registration & hotel booking form (special requirements field) in order to secure your room.

Non-arrival

In the event of non-arrival, the hotel will automatically release the reservation, and full payment of your stay will be non-refundable. If you arrive later or leave earlier than on the dates indicated on your reservation form, the total accommodation amount will be charged and no refunds will be made.

If you know you will arrive late please notify the EWEA Hotel Secretariat (e-mail: accommodation@eweaevents.org) to ensure that your room will not be released.

Please do not contact the hotel directly.

Dates before or after the event

A different check in and/or check out date requested in the special requirements field will not be taken into account. If you need a room before or after the event's date, please contact us by e-mail at accommodation@eweaevents.org.



EWEA 2014 Hotel Secretariat:
accommodation@eweaevents.org