### HOTEL ACCOMMODATION

MCI Amsterdam, the official housing partner for the 6<sup>th</sup> FIP Pharmaceutical Sciences World Congress 2017, has reserved a number of rooms in various hotels that have been carefully selected for your convenience. All of the hotels are located in Stockholm, with a good connection to the convention centre by public transport.

Reservations can be made online together with your registration to the congress: The reservation section will show real-time availability and the applicable rates.

#### **HOTEL TERMS & CONDITIONS**

#### **Room Rates**

All rates quoted are the lowest available for standard rooms during the period of the congress. Deposits are payable in Swedish Krona's (SEK) and prices all include all applicable taxes. Breakfast is included, unless otherwise mentioned. All taxes are subject to change. Remaining payments and personal accounts are payable directly at the hotel in SEK.

# **Reservation and Payment**

For individual booking (up to 9 rooms), a deposit payment for the first night must accompany your reservation. Your booking will be confirmed upon receipt of your hotel deposit. This prepaid deposit will be deducted from your final hotel invoice when checking out from the hotel. Potential additional incidents, such as mini-bar and telephone, must be paid directly to the hotel upon check-out.

Should you wish to make a hotel booking for 10 rooms or more, we kindly ask you to send an email to <a href="PSWC@mci-group.com">PSWC@mci-group.com</a>. Special requirements (as double room, twin room, smoking room) concerning the hotel rooms will be available upon request, and cannot be guaranteed.

Standard check in time at hotels is 15.00 hours. Check-out time is 12.00 hours. Should you need a guaranteed early arrival (before 15.00 hours) or a late departure (after 12.00 hours), an additional night is required to be booked and paid for.

# Changes, No Shows and Cancellations Charges

Any enquiries or requests for additional information, modifications or cancellations to room reservations should be addressed to MCI Amsterdam in writing (fax, letter or email). Please do not contact the hotel directly, as they will not accept any changes or cancellations made directly.

In the event of cancellation up to 22 March 2017, deposits will be refunded less SEK 450 for administrative costs. After this date, no refunds will be possible.

In the event of late cancellations after 22 March 2017, MCI Amsterdam reserves the right to charge the full stay for cancelled rooms, cancelled nights or no shows if the hotel room cannot be resold.

In case of a no show, the hotel will guarantee your room until 12:00 the day after your check in date. A handling fee of SEK 450 per hotel room will be charged for every hotel modification received after 26 April 2017.

### Reference number and Hotel voucher

For your own convenience and to facilitate the reservation procedure, we kindly ask you to take note of your reference number and refer to this number in all correspondence with MCI Amsterdam. Please bring the hotel voucher with you, as it will serve as proof of your reservation at the hotel and deposit.

#	Hotel Name	Category	Room Rates* Incl. breakfast and VAT	Distance to Congress Venue
			Single Use, from	
1	Best Western Kom Hotel	3	SEK 1350	30 minutes (by public transport)
2	Clarion Hotel Amaranten	4	SEK 1695	25 minutes (by public transport)
3	Clarion Hotel Sign	4	SEK 1835	25 minutes (by public transport)
4	Nordic C Hotel	4	SEK 1835	25 minutes (by public transport)
5	Nordic Light Hotel	4	SEK 1835	25 minutes (by public transport)
6	Scandic Grand Hotel	4	SEK 1352	15 minutes (by public transport)
7	Scandic Continental	4	SEK 1890	15 minutes (by public transport)
8	Haymarket by Scandic	4	SEK 1530	20 minutes (by public transport)
9	Grand Hotel Stockholm	5	SEK 4700	30 minutes (by public transport)

<sup>\*</sup>All rooms will be charged in SEK

<sup>\*</sup>Given rates are for the regular room types